

**West Branch Township
Regular Meeting
January 8, 2020**

Regular meeting opened with the Pledge of Allegiance at 6 pm.

Present: Ryan Veeder, Diane Philbrick, Jim Morris, Debbie Buhlman, Mike Selinski, Jeremy Hickmott, Ron Zarem, Bruce Reetz, and Dan Corcoran.

MOTION BY SELINSKI, SECOND BY PHILBRICK TO AMEND THE AGENDA BY ADDING PLANNING COMMISSION MEETING TIMES TO NEW BUSINESS. MOTION CARRIED UNANIMOUSLY.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE MINUTES OF THE DECEMBER 11, 2019 MEETING AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MINUTES OF OTHER MEETINGS: DDA & Ogemaw Fire Department minutes were presented.

REPORTS: Commissioner Reetz reported that the Commissioners approved a new hire for transport and disaster aid equipment. The County received a grant for a new K-9 unit and reviewed plans for a childcare facility.

Veeder presented the bills. Buhlman questioned a bill from Lamont, Hanley & Associates.

MOTION BY MORRIS, SECOND BY PHILBRICK TO PAY BILLS IN THE AMOUNT OF \$15,259.04. (\$11,811.67 GENERAL FUND, \$1,254.60 WATER & SEWER, AND \$2,192.77 WATER #2). ROLL CALL: YEA – VEEDER, PHILBRICK, SELINSKI & MORRIS. NAY – BUHLMAN. ABSENT – NONE. MOTION CARRIED.

Philbrick stated she will be moving some funds to out Michigan CLASS account. Morris stated he is interested in attending the Annual MTA Conference in Traverse City from April 27th – April 30th and the DDA will be discussing options for fixing the streetlights at their January 16th meeting. Buhlman reported she reviewed the township accounts. Selinski asked if there was an update about ditching on Brookside for this spring. Zoning Administrator Jeremy Hickmott reported that O'Reilly's did hear back from MDOT about a new driveway on the Business Loop and is still waiting for plans for the new State Police Post. Deputy Clerk Ron Zarem presented a Transfer Station Volume Summary report.

CORRESPONDENCE: Received and distributed correspondence from Par Plan and the West Branch Chamber of Commerce.

PUBLIC COMMENT: None.

NEW BUSINESS: Veeder presented the preliminary budget for the West Branch Area Fire Department and the contribution amounts for the next fiscal year.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE 2020 CONTRIBUTION AMOUNT OF \$50,503 TO THE WEST BRANCH AREA FIRE DEPARTMENT. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. ABSENT – NONE. MOTION CARRIED UNANIMOUSLY

MOTION BY VEEDER, SECOND BY MORRIS TO ADOPT RESOLUTION #01-08-2020 A, ALTERNATE DATES FOR JULY & DECEMBER BOARD OF REVIEW. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. ABSENT – NONE. RESOLUTION ADOPTED.

MOTION BY VEEDER, SECOND BY PHILBRICK TO ADOPT RESOLUTION #01-08-2020 B, ASSET GUIDELINES 2020. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. ABSENT – NONE. RESOLUTION ADOPTED.

MOTION BY PHILBRICK, SECOND BY VEEDER TO ADOPT RESOLUTION #01-08-2020 C, ALLOWING RESIDENTS TO PROTEST IN WRITING. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. ABSENT – NONE. RESOLUTION ADOPTED.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ADOPT RESOLUTION #01-08-2020 D, POVERTY EXEMPTION INCOME GUIDELINES FOR 2020. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. ABSENT – NONE. RESOLUTION ADOPTED.

The Township Board reviewed an At-Will employment contract for Trustee Mike Selinski to help at the transfer station.

MOTION BY VEEDER, SECOND BY MORRIS TO APPROVE THE EMPLOYMENT CONTRACT FOR MIKE SELINSKI. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN & MORRIS. NAY – NONE. ABSENT – NONE. ABSTAIN – SELINSKI. MOTION CARRIED.

Selinski stated the Planning Commission would like to change their meeting times.

MOTION BY VEEDER, SECOND BY MORRIS TO AMEND RESOLUTION #12-11-2019 A, 2020 MEETING SCHEDULE FOR THE PLANNING COMMISSION TO: NOVEMBER THRU APRIL @ 6 PM & MAY THRU OCTOBER @ 7 PM. ROLL CALL: YEA – VEEDER, PHILBRICK, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. ABSENT – NONE. RESOLUTION ADOPTED.

UNFINISHED BUSINESS: No action was taken on P.A. 425 agreement with the City of West Branch & Walmart tribunal has been resolved.

PUBLIC COMMENT: None.

MOTION BY VEEDER, SECOND BY PHILBRICK TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 7:11 pm.

Date

Ryan Veeder, West Branch Township Clerk

**West Branch Township
Regular Meeting
February 12, 2020**

Regular meeting opened with the Pledge of Allegiance at 6 pm.

Present: Diane Philbrick, Jim Morris, Debbie Buhlman, Mike Selinski, Jeremy Hickmott, Ron Zarem, Brad Neubecker, Caren Piglowski, Cindy Sharrow, Ryan Munson and Dan Corcoran.

Absent: Ryan Veeder.

Supervisor Morris appointed Treasurer Philbrick to take the meeting minutes due to the Clerk's absence.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE MINUTES OF THE JANUARY 8, 2020 MEETING AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Caren Piglowski announced her candidacy for Ogemaw County Treasurer. Piglowski stated she has 9 years of experience in the banking industry, 22 years of governmental fund accounting experience, which includes 7 years in the County Treasurer's office and 15 years in the County Clerk's office.

The bills were presented.

MOTION BY MORRIS, SECOND BY PHILBRICK TO PAY BILLS IN THE AMOUNT OF \$22,050.19. (\$14,354.86 GENERAL FUND, \$2056.50 WATER & SEWER, AND \$5,638.83 WATER #2). ROLL CALL: YEA – PHILBRICK, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. ABSENT – VEEDER. MOTION CARRIED.

Philbrick reported that tax collection is going well. Morris stated he talked to Pat Reinke at the Road Commission. The contract for Gallagher Road needs to be dropped off. Brookside Drive ditching was discussed. The property owners need to be asked whether they would like the ditch dug out or filled. Buhlman reported she reviewed the township accounts. Zoning Administrator Jeremy Hickmott reported that the Planning Commission approved the State Police Site Plan. Hickmott also presented a Tall Grass & Weed Draft Ordinance for review. County Commissioner Brad Neubecker stated the County received a grant for the K-9 program, they approved a 5 year contract with Stephenson & Company for their audit and they are still looking for a County Administrator.

CORRESPONDENCE: Received and distributed correspondence from the City of West Branch on the Veterans Banner Program and from Samantha Fabbri about training/informational session regarding DDA's on March 19th @ 6pm.

PUBLIC COMMENT: None.

NEW BUSINESS: Cindy Sharrow presented information on the upcoming 2020 Census and the importance of the census in getting future grants for the community. Sharrow also stated that they are looking for workers from April to August and they start at \$17.50/hour.

Morris introduced Ryan Munson and is appointing him to the DDA board.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPOINT RYAN MUNSON TO THE DDA BOARD WITH A TERM EXPIRING 12/31/2021. MOTION CARRIED UNANIMOUSLY

The township received a letter from the City in regards to the Electronic Recycling program. The current company handling electronics for free is no longer participating. Returning to the previous company, Comprenew, will once again result in fees to the township and/or residents. A rate sheet was provided detailing those costs. It was discussed that Morris should contact the City and set up a meeting with the other participating townships.

The Township will be having a budget workshop on Monday, February 24th at 5 pm here at the Township Hall.

UNFINISHED BUSINESS: None.

PUBLIC COMMENT: None.

MOTION BY MORRIS, SECOND BY BUHLMAN TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 6:59 pm.

Date

Diane Philbrick, West Branch Township Treasurer

**West Branch Township
Special Meeting
February 24, 2020**

Special meeting opened with the Pledge of Allegiance at 5:11 pm.

Present: Diane Philbrick, Jim Morris, Mike Selinski, Ron Zarem, and Ryan Veeder
Absent: Debbie Buhlman

The purpose of the meeting was to discuss budget adjustments for both the current fiscal year (2019-2020) and next fiscal year (2020-2021).

NEW BUSINESS: The Preliminary Budget Worksheet was presented for review. Below is a list of the budget adjustments made for the 2019-2020 fiscal year:

101-101-910	Insurance	+ \$50.00
101-101-930	Repairs & Maintenance	+ \$500.00
101-191-702	Election Inspectors	+ \$2500.00
101-191-825	Contracted Services	+ \$300.00
101-247-702	Hourly Board	+ \$100.00
101-339-825	Contracted Services	+ \$1000.00
101-451-926	Street Lighting	+ \$1500.00
101-451-969	Dust Control	+ \$1979.00
101-526-702	Salaries	+ \$500.00
101-526-825	Contracted Services	+ \$1000.00
216-000-956	Other	+ \$41,100.00
592-000-625	Sewer/Water Charges	+ \$7000.00
592-000-627	Debt Retirement	+ \$7000.00
592-000-704	Sewer/Lift Station	+ \$1400.00
592-000-802	Audit Fees	- \$1500.00
592-000-811	Cost of Sewer/Water	+ \$24,555.00
600-000-702	Salaries	+ \$1000.00

The 2020-2021 Budget will be presented on March 25, 2020 @ 6pm.

PUBLIC COMMENT: None.

MOTION BY VEEDER, SECOND BY MORRIS TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 6:51 pm.

Date

Ryan Veeder, West Branch Township Clerk

**West Branch Township
Regular Meeting
March 11, 2020**

Regular meeting opened with the Pledge of Allegiance at 6:03 pm.

Present: Ryan Veeder, Jim Morris, Debbie Buhlman, Mike Selinski, Jeremy Hickmott, Ron Zarem, Bruce Reetz, and Brenda Simmons.

Absent: Diane Philbrick.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE AGENDA AS PRESENTED.
MOTION CARRIED UNANIMOUSLY.

MOTION BY BUHLMAN, SECOND BY SELINSKI TO APPROVE THE MINUTES OF THE
FEBRUARY 12, 2020 MEETING AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MOTION BY VEEDER, SECOND BY MORRIS TO APPROVE THE MINUTES OF THE FEBRUARY
24, 2020 MEETING AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

MINUTES OF OTHER MEETINGS: None.

REPORTS: County Commissioner Bruce Reetz reported that the Ogemaw FFA made a presentation on deer baiting, the commissioners passed the 2nd Amendment resolution, and they will be conducting interviews for the County Administrator position at the airport on 3/27/20 @ 8:30 am. Reetz also stated that the Probate Judge vacancy will be appointed by the State.

Veeder reported that the Presidential Primary election went smoothly. Only 501 voters out of the 1988 registered voters participated with 200 of those votes being absentee voters. The bills were presented.

MOTION BY MORRIS, SECOND BY BUHLMAN TO PAY BILLS IN THE AMOUNT OF \$58,333.74. (\$14,670.35 GENERAL FUND, \$37,724.84 WATER & SEWER, AND \$5,938.55 WATER #2). ROLL CALL: YEA – SELINSKI, BUHLMAN, VEEDER & MORRIS. NAY – NONE. ABSENT – PHILBRICK. MOTION CARRIED.

Buhlman reported she reviewed the bank accounts and everything looked fine. Buhlman also stated that the balances are still high and was worried about the recent stock market drop. Zoning Administrator Jeremy Hickmott reported that he received a Special Use permit requesting a group daycare home.

CORRESPONDENCE: None.

PUBLIC COMMENT: None.

NEW BUSINESS: The Board received a purchase agreement from Sky Developing LLC. for the former West Branch Steel property owned by the Township for \$20,000.

MOTION BY VEEDER, SECOND BY SELINSKI TO ACCEPT THE PURCHASE AGREEMENT ON THE FORMER WEST BRANCH STEEL PROPERTY CONTINGENT UPON ATTORNEY REVIEW AND COUNTY APPROVAL. ROLL CALL: YEA – VEEDER, SELINSKI, MORRIS. NAY – BUHLMAN. ABSENT – PHILBRICK. MOTION CARRIED.

Veeder reminded the board that our Public Hearing for the 2020-2021 budget is scheduled for March 25, 2020 @ 6pm.

MOTION BY MORRIS, SECOND BY SELINSKI TO APPROVE RESOLUTION #03-11-2020 A, CLERK SALARY. ROLL CALL: YEA – SELINSKI, BUHLMAN, & MORRIS. NAY – NONE. ABSTAIN – VEEDER. ABSENT – PHILBRICK. RESOLUTION ADOPTED.

MOTION BY SELINSKI, SECOND BY VEEDER TO APPROVE RESOLUTION #03-11-2020 B, TREASURER SALARY. ROLL CALL: YEA – BUHLMAN, VEEDER, SELINSKI, & MORRIS. NAY – NONE. ABSTAIN – NONE. ABSENT – PHILBRICK. RESOLUTION ADOPTED.

MOTION BY BUHLMAN, SECOND BY VEEDER TO APPROVE RESOLUTION #03-11-2020 C, SUPERVISOR SALARY. ROLL CALL: YEA – SELINSKI, BUHLMAN, & VEEDER. NAY – NONE. ABSTAIN – MORRIS. ABSENT – PHILBRICK. RESOLUTION ADOPTED.

Resolution #03-11-2020 D, Trustee Salary, was tabled until 3/25/20.

UNFINISHED BUSINESS: None.

PUBLIC COMMENT: None.

MOTION BY VEEDER, SECOND BY MORRIS TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 7:21 pm.

Date

Ryan Veeder, West Branch Township Treasurer

**West Branch Township
Regular Meeting
April 8, 2020**

Regular teleconference meeting opened with the Pledge of Allegiance at 6 pm.

Present: Ryan Veeder, Jim Morris, Debbie Buhlman, Diane Philbrick, Mike Selinski, and Ron Zarem were all on the teleconference call.

Absent: None.

Teleconference rules and procedures were presented.

MOTION BY SELINSKI, SECOND BY PHILBRICK TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY. ROLL CALL: YEA – PHILBRICK, SELINSKI, BUHLMAN, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS, SECOND BY BUHLMAN TO APPROVE THE MINUTES OF THE MARCH 11, 2020 MEETING AS PRESENTED. ROLL CALL: YEA – VEEDER, PHILBRICK, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE MINUTES OF THE MARCH 25, 2020 MEETING AS PRESENTED. ROLL CALL: YEA – BUHLMAN, VEEDER, PHILBRICK, SELINSKI & MORRIS. NAY – NONE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Veeder presented the bills.

MOTION BY PHILBRICK, SECOND BY MORRIS TO PAY BILLS IN THE AMOUNT OF \$58,333.74. (\$67,205.42 GENERAL FUND, \$1,842.19 WATER & SEWER, AND \$2,284.23 WATER #2). ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

Philbrick reported she is settling taxes with the County. Buhlman reported she reviewed the bank accounts and balances are still high. Morris reported he is retiring from Foster Oil on April 10th and will be posting township office hours soon. Selinski stated Mercantile Banks rating is still good.

CORRESPONDENCE: Par Plan Board of Directors Election nominations.

PUBLIC COMMENT: None.

NEW BUSINESS: Veeder spoke with County Treasurer about deed restrictions on the former West Branch Steel property. In order to remove the “public purpose” covenant from the deed, we would have to give the property back to the county and then the language could be removed and deeded back to the township.

MOTION BY PHILBRICK, SECOND BY MORRIS TO GIVE THE FORMER WEST BRANCH STEEL PROPERTY BACK TO THE COUNTY SO THE PUBLIC PURPOSE COVENANT CAN BE REMOVED AND DEEDED BACK TO THE TOWNSHIP. ROLL CALL: YEA – VEEDER, SELINSKI, BUHLMAN, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED.

There was a lot of discussion on the Transfer Station and how to keep it open while protecting the health and safety of the public and employees. Transfer Station Operator Ralph Tullis has been cleared to return to work with restrictions. Adding more gondolas while limiting trucks and trailer loads, providing a drop

box for money to limit exposure, and only allowing township residents were all options discussed. Veeder stated he thought collecting money was an unnecessary risk at this time.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO ADD TWO (2) MORE GONDOLAS, PROVIDE A DROP BOX FOR MONEY, NO TRUCK LOADS, TRAILER LOADS, MATTRESSES OR BOX SPRINGS AT THIS TIME, AND STARTING APRIL 18th ONLY TOWNSHIP RESIDENTS WILL BE ALLOWED. ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK & MORRIS. NAY – VEEDER. MOTION CARRIED

Pricing was provided for new BS&A software to replace the current Pontem software. Veeder provided the quote so the board would be aware of the costs in case we have to change in the future.

UNFINISHED BUSINESS: Still waiting on a return phone call from one of the aerial spraying gypsy moth contractors. Previous deadline for documentation was April 15th. Morris thought approximately 6000 acres needed to be sprayed, costing around \$240,000. It was suggested to only spray properties that have contacted the township and infestation has been verified.

PUBLIC COMMENT: None.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ADJOURN THE MEETING. ROLL CALL: YEA – BUHLMAN, VEEDER, PHILBRICK, SELINSKI & MORRIS. NAY – NONE. MOTION CARRIED.

Teleconference Meeting adjourned at 7 pm.

Date

Ryan Veeder, West Branch Township Treasurer

**West Branch Township
Regular Meeting
May 13, 2020**

Regular teleconference meeting opened with the Pledge of Allegiance at 6 pm.

Present: Ryan Veeder, Jim Morris, Debbie Buhlman, Diane Philbrick, Mike Selinski, and Ron Zarem, and Jeremy Hickmott.

Absent: None.

MOTION BY VEEDER, SECOND BY SELINSKI TO REVISE THE AGENDA BY ADDING THE DDA PLAN PROJECTS TO UNFINISHED BUSINESS. ROLL CALL: YEA – PHILBRICK, SELINSKI, BUHLMAN, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS, SECOND BY SELINSKI TO APPROVE THE MINUTES OF THE APRIL 8, 2020 MEETING AS PRESENTED. ROLL CALL: YEA – VEEDER, PHILBRICK, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Veeder presented the bills.

MOTION BY BUHLMAN, SECOND BY PHILBRICK TO PAY BILLS IN THE AMOUNT OF \$14,047.10. (\$11,493.04 GENERAL FUND, \$1,291.22 WATER & SEWER, AND \$1,262.84 WATER #2). ROLL CALL: YEA - PHILBRICK, VEEDER, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED.

Philbrick reported she is received settlement from the County. Buhlman reported she reviewed the bank accounts. Morris reported Gallagher Road project will begin between Memorial Day and July 4th and Brookside ditching before July 4th.

CORRESPONDENCE: Par Plan news was distributed.

PUBLIC COMMENT: None.

NEW BUSINESS: Veeder explained that Resolution #05-13-2020A would allow the Ogemaw Fire Department to hire a company that specializes in Fire Department billing to help with claim management and collections.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ADOPT RESOLUTION #5-13-2020 A. ROLL CALL: YEA – SELINSKI, VEEDER, PHILBRICK, BUHLMAN & MORRIS. NAY – NONE. RESOLUTION ADOPTED.

Morris explained it is time again for an interior inspection of the water tower. Dixon engineering will perform the inspection with an underwater drone in June or July for \$3900.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE WATER TOWER INTERIOR INSPECTION BY DIXON ENGINEERING FOR \$3900.00. ROLL CALL: YEA – BUHLMAN, SELINSKI, VEEDER, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED

Veeder spoke to the attorney about the proposed DDA Director contract. It was suggested that the Chairman for the DDA speak to them about employment contract language. Veeder also provided pricing information for HDPE signs and support posts at the Township Hall and the cemetery.

MOTION BY MORRIS, SECOND BY VEEDER TO PURCHASE TWO (2) HDPE SIGNS FROM KIRBY BUILT FOR \$1433.10 PLUS SHIPPING. ROLL CALL: YEA – SELINSKI, PHILBRICK, VEEDER, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED

UNFINISHED BUSINESS: Morris has identified 419 acres of land along Engel Road and Airport Road that need gypsy moth spraying. The cost is \$39/acre for a total of \$16,341.

MOTION BY VEEDER, SECOND BY PHILBRICK TO APPROVE THE EXPENDITURE OF \$16,341 FOR GYPSY MOTH SPRAYING. ROLL CALL: YEA –PHILBRICK, VEEDER, BUHLMAN, SELINSKI & MORRIS. NAY – NONE. MOTION CARRIED.

The Township discussed opening the transfer station on Wednesday's starting June 3rd. They will also start accepting customers from other townships as well.

MOTION BY PHILBRICK, SECOND BY MORRIS TO OPEN THE TRANSFER STATION ON WEDNESDAY'S STARTING JUNE 3RD. ROLL CALL: YEA – VEEDER, BUHLMAN, SELINSKI, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED

The DDA plan and their projects were discussed. It was noted that the new plan has not been formally approved. The township never received an amended plan with the changes discussed in September of 2019. Jeremy Hickmott is working on amending the plan. Buhlman asked who was responsible for getting the easements required for the M-55 project.

PUBLIC COMMENT: Ron Zarem gave an update on the customer counts and usage at the transfer station for April.

MOTION BY PHILBRICK, SECOND BY VEEDER TO ADJOURN THE MEETING. ROLL CALL: YEA – BUHLMAN, VEEDER, PHILBRICK, SELINSKI & MORRIS. NAY – NONE. MOTION CARRIED.

Teleconference Meeting adjourned at 7:24 pm.

Date

Ryan Veeder, West Branch Township Treasurer

**West Branch Township
Regular Meeting
June 10, 2020**

Regular meeting opened with the Pledge of Allegiance at 6 pm.

Present: Ryan Veeder, Jim Morris, Debbie Buhlman, Mike Selinski, Jeremy Hickmott, Glenn Gutierrez, and Bob Griffin Jr.

Absent: Diane Philbrick

MOTION BY MORRIS, SECOND BY SELINSKI TO REVISE THE AGENDA BY ADDING THE DDA PLAN TO NEW BUSINESS. ROLL CALL: YEA – SELINSKI, BUHLMAN, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY BUHLMAN, SECOND BY SELINSKI TO APPROVE THE MINUTES OF THE MAY 13, 2020 MEETING AS PRESENTED. VOICE VOTE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Sheriff Candidate Glenn Gutierrez introduced himself to the Township Board. Gutierrez stated he grew up in West Branch and graduated from OHHS in 1989. He also has over 30 years of experience in law enforcement and public safety. Morris reported he has not received a timeline from the Road Commission on Gallagher Road or ditching on Brookside Drive. Buhlman reported she reviewed the Township accounts and everything is okay. Veeder presented the bills.

MOTION BY MORRIS, SECOND BY VEEDER TO PAY BILLS IN THE AMOUNT OF \$131,742.90. (\$8,520.05 GENERAL FUND, \$121,254.66 WATER & SEWER, AND \$1,968.19 WATER #2). ROLL CALL: YEA - VEEDER, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. ABSENT – PHILBRICK. MOTION CARRIED.

CORRESPONDENCE: None.

PUBLIC COMMENT: None.

NEW BUSINESS: It was the consensus of the Board to not purchase the E-Learning options provided with our annual MTA dues. The Township Dump Day is June 20th and volunteers are needed. Bob Griffin spoke to the Township Board about the amended DDA Plan. There was discussion on the need for utilities to be included with the plan. Veeder reiterated that was the one thing the Township wanted added to the plan dated July 2019 back in September of 2019. The plan Griffin was referring to is dated August 2019, which was not provided to the Township Board for review. The August 2019 plan also included extending the DDA until 2045, which was not provided to the Township Board either. Veeder expressed his views on the DDA and how the money it captures from the County could be used for night road patrol.

MOTION BY BUHLMAN, SECOND BY SELINSKI TO APPROVE THE SCHEDULING OF A PUBLIC HEARING ON 8/23/2020 @ 4 PM FOR THE DDA PLAN DATED AUGUST 2019, WITH THE ADDITION TO PAGE 9, #2 "MAINTENANCE & UTILITIES." YEA – SELINSKI, BUHLMAN & MORRIS. NAY – VEEDER. ABSENT - PHILBRICK. MOTION CARRIED.

UNFINISHED BUSINESS: Morris has identified 519 acres of land along Engel Road and Airport Road that need gypsy moth spraying. The cost was mistakenly reported at \$39/acre instead of \$49/acre. Expected cost is \$25,431.

PUBLIC COMMENT: None.

MOTION BY MORRIS, SECOND BY VEEDER TO ADJOURN THE MEETING. VOICE VOTE.
MOTION CARRIED.

Meeting adjourned at 7:21 pm.

Present: Ryan Veeder, Jim Morris, Debbie Bushman, Mike Selmski, Jeremy Hickman, Glenn Gontewex and Bob Griffin Jr.
Absent: Diane Philbrick

MOTION BY MORRIS, SECOND BY SELMSKI TO REVISE THE AGENDA BY ADDING THE

Date Ryan Veeder, West Branch Township Treasurer

MOTION BY BUSHMAN, SECOND BY SELMSKI TO APPROVE THE MINUTES OF THE MAY 17, 2020 MEETING AS PRESENTED. VOICE VOTE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None

REPORT: Sheriff Constable Glenn Gontewex introduced himself to the Township Board. Gontewex stated he grew up in West Branch and graduated from OHHS in 1989. He also has over 30 years of experience in law enforcement and public safety. Morris reported he has not received a timeline from the Road Commission on Gallegos Road or ditching on Brookside Drive. Bushman reported she reviewed the Township accounts and everything is okay. Veeder presented the bills.

MOTION BY MORRIS, SECOND BY VEEDER TO PAY BILLS IN THE AMOUNT OF \$131,742.90. (\$8,520.05 GENERAL FUND, \$121,254.66 WATER & SEWER, AND \$1,968.19 WATER #2). ROLL CALL: YEA - VEEDER, SELMSKI, BUSHMAN & MORRIS. NAY - NONE. ABSENT - PHILBRICK. MOTION CARRIED.

CORRECTION: None
PUBLIC COMMENT: None

NEW BUSINESS: It was the consensus of the Board to not purchase the B-Loading options provided with our annual MTA dues. The Township Dump Day is June 30th and volunteers are needed. Bob Griffin spoke to the Township Board about the amended DGA Plan. There was discussion on the need for utilities to be included with the plan. Veeder mentioned that was the one thing the Township wanted added to the plan dated July 2019 back in September of 2019. The plan Griffin was referring to is dated August 2019, which was not provided to the Township Board for review. The August 2019 plan also included extending the DGA until 2044, which was not provided to the Township Board either. Veeder expressed his views on the DGA and how the money it captures from the County could be used for right road patrol.

MOTION BY BUSHMAN, SECOND BY SELMSKI TO APPROVE THE SCHEDULING OF A PUBLIC HEARING ON 8:30:00 PM FOR THE DGA PLAN DATED AUGUST 2019, WITH THE ADDITION TO PAGE 9: "MAINTENANCE & UTILITIES." YEA - SELMSKI, BUSHMAN & MORRIS. NAY - VEEDER. ABSENT - PHILBRICK. MOTION CARRIED.

UNFINISHED BUSINESS: Morris has identified 219 acres of land along Engel Road and Airport Road that need copy more spraying. The cost was mistakenly reported at \$39/acre instead of \$49/acre. Estimated cost is \$22,641.

PUBLIC COMMENT: None

**West Branch Township
Special Joint Meeting
July 28, 2020**

Special meeting opened with the Pledge of Allegiance at 6 pm.

Present (in person): Diane Philbrick, Jim Morris, Mike Selinski, Ryan Veeder, Joanne Bennett, John Dantzer, Ellen Pugh, Dan Robb, and Mike Engels.

Present (via teleconference): Mike Jackson, Sandy Hodgins, Rene Ryland, Tracy Turner, Denis Stephens, Ron Dantzer, and Debbie Buhlman.

NEW BUSINESS: The purpose of the meeting was to discuss Ready-to-Serve fees for Water & Sewer customers within West Branch Township, Ogemaw Township, and the City of West Branch. Diane Philbrick started the discussion with a history of the ready-to-serve fees for West Branch Township. There was some confusion within the West Branch Township Board where the fees came from, how they were determined, and how those funds would be used. Mike Engels from Michigan Rural Water stated that across the state municipalities were no longer charging customers for minimum usage on their water and/or sewer usage. The ready-to-serve fee was intended to replace that lost revenue. John Dantzer explained that those funds will be used for the Waste Water Treatment Facility. Ryan Veeder stated he thought this was a new fee and was unaware it was replacing the minimum usage fee, which led to some of the confusion. There were no other questions from those present in person or via teleconference

PUBLIC COMMENT: None.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 6:18 pm.

Date

Ryan Veeder, West Branch Township Clerk

**West Branch Township
Special Meeting
August 10, 2020**

Special meeting opened with the Pledge of Allegiance at 7:02 pm.

Present (via Teleconference): Ryan Veeder, Jim Morris, Debbie Buhlman, Mike Selinski, Diane Philbrick, and Jeremy Hickmott.

Absent: None

MOTION BY VEEDER, SECOND BY MORRIS TO APPROVE THE AGENDA. ROLL CALL: YEA – SELINSKI, PHILBRICK, BUHLMAN, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

NEW BUSINESS: Resolution #08-10-2020 A was discussed. The resolution is for gypsy moth spraying and it is proposing to collect 1 mill over 4 years. Veeder noted he spoke with the Equalization Director and the millage is based on taxable real and personal property. The amount collected in the first year of the millage would be \$118,114.

RESOLUTION #08-10-2020 A WAS OFFERED BY PHILBRICK, SUPPORTED BY SELINSKI. YEA – VEEDER, PHILBRICK, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. ABSENT - NONE. RESOLUTION ADOPTED.

PUBLIC COMMENT: None.

MOTION BY VEEDER, SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE. MOTION CARRIED.

Meeting adjourned at 7:18 pm.

Date

Ryan Veeder, West Branch Township Treasurer

**West Branch Township
Regular Meeting
August 12, 2020**

Regular meeting opened with the Pledge of Allegiance at 6 pm.

Present: Ryan Veeder, Jim Morris, Mike Selinski, Diane Philbrick, Brad Neubecker, Bennie White III, and Jeremy Hickmott.

Present (via ZOOM): Debbie Buhlman and Ron Zarem.

MOTION BY VEEDER, SECOND BY PHILBRICK TO REVISE THE AGENDA BY ADDING READY-TO-SERVE FEES TO UNFINISHED BUSINESS. ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE MINUTES OF THE JULY 28, 2020 AND THE AUGUST 10, 2020 MEETING AS PRESENTED. ROLL CALL: YEA –BUHLMAN, VEEDER, SELINSKI, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: County Commissioner Brad Neubecker stated the County passed a resolution to bypass the Prosecutor’s office and use Foley & Mansfield for some legal services. They also passed a resolution to seek a millage for 24 hour road patrol on the November ballot. The millage would be for 1 mill and would be used towards training and personnel. Neubecker also stated that there was concern over how wreckers are being dispatched and the Commissioners are looking at the rates for other medical insurance providers. Buhlman reported she reviewed the Township accounts and balances are still too high but everything is okay. Buhlman was also concerned about election officials not wearing masks. Veeder stated they processed 927 ballots at the Primary Election. Veeder noted there was a higher than normal number of AV’s that were not returned. Preparations are already taking place for November. Our normal General Election turnout percentage is around 80%, which puts us around 1700 voters. Veeder presented the bills.

MOTION BY MORRIS, SECOND BY SELINSKI TO PAY BILLS IN THE AMOUNT OF \$42,129.13. (\$36,569.89 GENERAL FUND, \$1496.77 WATER & SEWER, AND \$4062.47 WATER #2). ROLL CALL: YEA – PHILBRICK, VEEDER, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED.

CORRESPONDENCE: The Township received a flyer from DCP Midstream and from the City of West Branch about recycling.

PUBLIC COMMENT: None.

NEW BUSINESS: The Board reviewed the DDA Consulting Agreement and was approved by a consensus of the board. Zoning Administrator Jeremy Hickmott presented three (3) blight complaints that have not complied with the Blight Ordinance.

MOTION BY VEEDER, SECOND BY SELINSKI TO SEND A FINAL NOTICE ON BLIGHT COMPLAINTS TO COMPLY BY AUGUST 31, 2020 OR PROCEED WITH LEGAL ACTION. YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

The Township received a quote from Northern Pump & Well to repair pump #1. It was noted this pump was installed in 1992 and the quote is replacing everything but the head.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ACCEPT THE PROPOSAL TO REPAIR PUMP #1 FROM NORTHERN PUMP & WELL FOR \$27,933.33. YEA – VEEDER, SELINSKI, BUHLMAN, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED

The Township received an offer from Bennie White III to purchase parcel # 014-032-010-00 for \$1800. The Township has owned the parcel for some time and Philbrick stated they listed the property years ago and had little to no interest at that time. It was noted the parcel produces no tax revenue while owned by the Township. Bennie stated that it is adjacent to his other parcel.

MOTION BY MORRIS, SECOND BY SELINSKI TO SELL PARCEL # 014-032-010-00 TO BENNIE WHITE III FOR \$1800 + ANY FEE'S. YEA – PHILBRICK, SELINSKI, VEEDER & MORRIS. NAY – BUHLMAN. MOTION CARRIED.

UNFINISHED BUSINESS: Veeder presented the 2020 First Quarter Budget report. The bond admin fee for the Brownfield repayment, Gypsy Moth spraying in 2020, and Capital Outlay for Water #2 need adjustments. Veeder is reviewing the election budget because of increased personnel and equipment needed due to COVID-19.

MOTION BY VEEDER, SECOND BY PHILBRICK TO AMEND THE FOLLOWING BUDGET LINE ITEMS: INCREASE 101-575-991.00 TO \$11,138.81, INCREASE 235-000-825.00 TO \$24,451.00, AND INCREASE 600-000-944.00 TO \$34,000. YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED

The Ready-to-Serve fees were discussed and clarified at the July 28, 2020 Special Meeting.

MOTION BY VEEDER, SECOND BY MORRIS TO RESUME PAYMENT OF READY-TO-SERVE FEES. YEA – VEEDER, SELINSKI, BUHLMAN, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED

PUBLIC COMMENT: None.

MOTION BY MORRIS, SECOND BY PHILBRICK TO ADJOURN THE MEETING. VOICE VOTE. MOTION CARRIED.

Meeting adjourned at 7:24 pm.

Date

Ryan Veeder, West Branch Township Treasurer

**West Branch Township
Public Hearing & Special Meeting
August 27, 2020**

Present: Ryan Veeder, Jim Morris, Mike Selinski, Brad Neubecker, Bennie White III, Mike Durfee, Jeremy Hickmott, Terry Barnhart, Tag McCreadie, Greg Morris, Laura Hanlon, Jay Spaulding, Scott Bell, Ryan Munson, Sue Delahanty, Jim Delahanty, Leslie Magee, Richard Magee, Jeanann Voss, Robert Hobohm, John Sheridan, and Bob Griffin Jr.

Present (via ZOOM): Debbie Buhlman and Diane Philbrick.

Public Hearing opened at 4:07pm.

MOTION BY MORRIS, SECOND BY VEEDER TO MOVE THE MEETING TO THE TOWNSHIP HALL PARKING LOT. ROLL CALL: YEA – SELINSKI, PHILBRICK, VEEDER & MORRIS. NAY – NONE. ABSENT – BUHLMAN. MOTION CARRIED.

Jeremy Hickmott started by explaining the 2 major changes between the old and new DDA Development Plans. The first major change is adding maintenance and utilities of projects and the second major change is extending the development plan from 2031 to 2045. Sue Delahanty noted that since both Kirtland College and the former West Branch Steel properties are sold that they should be removed from page 9 of the development plan. Delahanty also questioned the utility maintenance period. Hickmott explained that it would continue as long as the DDA existed and then would be turned over to the Township.

Mike Durfee, on behalf of the Library Board, requested the return of the money captured by the DDA to the library. There was some brief discussion on whether libraries were exempted from capture with the new DDA laws in 2019.

The Public Hearing closed and the Special meeting opened with the Pledge of Allegiance at 4:21 pm.

MOTION BY VEEDER, SECOND BY SELINSKI TO APPROVE THE AGENDA AS PRESENTED. ROLL CALL: YEA – SELINSKI, PHILBRICK, VEEDER & MORRIS. NAY – NONE. ABSENT – BUHLMAN. MOTION CARRIED.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE MINUTES OF THE JULY 28, 2020 AND THE AUGUST 10, 2020 MEETING AS PRESENTED. ROLL CALL: YEA – BUHLMAN, VEEDER, SELINSKI, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED.

NEW BUSINESS: Veeder started the discussion by stating that he was in favor of the new development plan but not extending the timeframe of the DDA. Veeder explained that in his opinion, the DDA has accomplished their goal of increasing property values, eliminating blight, and increasing economic development. He noted the development of the 212 exit area alone since the DDA was created in 1992. Veeder continued that not only does the DDA capture tax dollars from the Township, it also captures tax dollars from other entities like Ogemaw County in the amount of about \$160,000 a year, which in turn could be used to help fund a night road patrol officer or other program. Veeder was also worried that this was becoming a mechanism for the Township to pay for public works projects. Veeder suggested the Township should be looking at other areas to develop like on M-55 between Dam Road and M-33 since it is zoned mostly commercial. Lastly, Veeder stated that in his opinion it was too early to be considering extending the DDA Plan from 2031 to 2045. Morris asked what would happen if the DDA was not extended at this time. Veeder explained that another public hearing would have to take place.

MOTION BY MORRIS, SECOND BY PHILBRICK TO APPROVE THE WEST BRANCH TOWNSHIP DDA DEVELOPMENT PLAN WITH THE OMISSION OF THE 14 YEAR EXTENSION AND REMOVAL OF KIRTLAND/WEST BRANCH STEEL PROPERTIES FROM PAGE 9.

There was discussion between the board and those present. Morris withdrew his motion and Philbrick her support. Buhlman joined the meeting via teleconference prior to the motion.

MOTION BY BUHLMAN, SECOND BY SELINSKI TO APPROVE THE WEST BRANCH TOWNSHIP DDA DEVELOPMENT PLAN WITH THE REMOVAL OF KIRTLAND/WEST BRANCH STEEL PROPERTIES FROM PAGE 9. ROLL CALL: YEA – PHILBRICK, SELINSKI, BUHLMAN & MORRIS. NAY – VEEDER. ABSENT – NONE. MOTION CARRIED.

The Township received an Application for Fireworks on September 6, 2020 at 626 W. State Road from clerk Ryan Veeder.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE FIREWORKS APPLICATION AS SUBMITTED. YEA – SELINSKI, BUHLMAN, PHILBRICK & MORRIS. NAY – NONE. ABSTAIN – VEEDER. MOTION CARRIED

PUBLIC COMMENT: None.

MOTION BY MORRIS, SECOND BY SELINSKI TO ADJOURN THE MEETING. VOICE VOTE. MOTION CARRIED.

Meeting adjourned at 4:57 pm.

Date

Ryan Veeder, West Branch Township Clerk

**West Branch Township
Regular Meeting
September 9, 2020**

Regular meeting opened with the Pledge of Allegiance at 6 pm.

Present: Ryan Veeder, Jim Morris, Mike Selinski, Diane Philbrick, and Bruce Reetz
Present (via ZOOM): Debbie Buhlman and Ron Zarem.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE AGENDA AS PRESENTED. ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS, SECOND BY PHILBRICK TO APPROVE THE MINUTES OF THE AUGUST 12, 2020 AND THE AUGUST 27, 2020 MEETING AS PRESENTED. ROLL CALL: YEA – BUHLMAN, VEEDER, SELINSKI, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: County Commissioner Bruce Reetz stated the RV Park caretaker is leaving. The County Administrator is working on the budget. The County received a \$15,000 grant to upgrade the heating and cooling systems at the Sheriff's Department. The County is also looking to fill 2 positions in the Clerk's Office for when Breck Brindley and Caren Piglowski assume their newly elected positions. Veeder presented the bills. Philbrick reported that she is working with Michigan Rural Water on sewer & water rates. Morris reported that the work on Gallagher Road has been completed. Buhlman reviewed the Township accounts and noted that bank balances are still high.

MOTION BY MORRIS, SECOND BY SELINSKI TO PAY BILLS IN THE AMOUNT OF \$91,099.23. (\$50,053.84 GENERAL FUND, \$36,227.12 WATER & SEWER, \$768.50 DDA AND \$4,049.77 WATER #2). ROLL CALL: YEA – PHILBRICK, VEEDER, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED.

CORRESPONDENCE: None.

PUBLIC COMMENT: A few residents on Peach Lake were present to discuss issues they are having. Mike Braendle stated that some of the non-waterfront residents are using the alleys and putting in docks. These individuals are drinking, smoking, littering, and cursing and causing problems for the residents on either side of the alleys. Braendle thought since the alleys are platted for public use that the Township is responsible. Hijinio San Miguel was concerned about liability with the existing stairs that lead down to the lake. Veeder stated his understanding of platted subdivisions and alleys is those are generally for lake access for individuals that do not live on the lake and those alleys are not owned by anyone. Veeder continued stating that it is his understanding that the DNR has the authority when it comes to docks. Veeder suggested they talk with the Zoning Administrator and he can look into the matter further.

NEW BUSINESS: Cindy Scott from Stephenson & Company went over the audit results with the board members. The township was issued an unmodified opinion, which is the highest level of assurance. Revenues exceeded expenditures once again. It was noted that there were some incorrect water/sewer bill calculations and software backups were not consistent. 2 out of 3 of the previous year comments have been corrected as well. Overall the Township is in very good fiscal shape but it was noted the current pandemic may affect State Revenue Sharing for a few years.

Richard Magee presented a proposal to purchase Township property on M-76. Veeder stated that he believed that the deed did not give the Township division rights for the property. Since the Township has owned the property for over 10 years, then it would be eligible for re-division but only 3 would be allowed. Veeder suggested Morris contact the County Equalization Director to be sure.

UNFINISHED BUSINESS: Zoning Administrator Jeremy Hickmott updated the board members on the current blight cases within the township.

PUBLIC COMMENT: None.

MOTION BY VEEDER, SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE.
MOTION CARRIED.

Meeting adjourned at 7:53 pm.

Date

Ryan Veeder, West Branch Township Clerk

West Branch Township
Regular Meeting
October 14, 2020

Regular Meeting opened with the Pledge of Allegiance at 6:00 PM

Present: Jim Morris, Diane Philbrick, Mike Selinski, Jeremy Hickmott, Bruce Reetz, and Mr. & Ms. McGee

Present (Via Zoom): Debbie Buhlman

Absent: Veeder

Motion by Selinski, Second by Philbrick to approve the agenda as Presented. ROLL CALL : Yea - Morris, Philbrick, Selinski, Buhlman, and Veeder Absent. Nay - None Motion Carried

Motion by Morris, Second by Selinski to approve the minutes of the September 9, 2020 and the September 28, 2020 Special Meeting. ROLL CALL : YEA - Morris, Philbrick, Buhlman, and Veeder Absent.

Reports: County Commissioner Bruce Reetz stated about a number of resolutions that have recently been adopted by the county including the idigent council grant, payroll reimbursement and a maintenance agreement for the county. He also stated about Gary Fuller is the Veteran of the year and also information was presented about the county wide EMS renewal as well. Philbrick reported about water and sewer rates that are going to be increasing and that she would like to notify the public of the impending increases in 2021. She also presented information about BS&A Upgrades that could be as high as \$12,000. Morris stated he has been on a ride along with the county road commission to being to plan and discuss options for projects into 2021. Morris also stated at the time they we're waiting for materials for the new decking in front of the Township Hall but re-assured the board that it would be completed by November 3rd election day.

Motion by Selinski, Second by Morris to pay bills in the amount of \$72,763.05 ROLL CALL: YEA - Morris, Philbrick, Selinski, Buhlman NAY - None, Veeder Absent

Correspondence: Message of thanks was presented from the Ogemaw County Farm Bureau in appreciation for the banners on the business loop recognizing the communities farm community.

Public Comment: NONE

New Business:

Peach Lake Property Owners: Zoning Administrator presented information from the township attorney regarding the current issues. The information did include some options for what the township could do if the wanted to take further actions regarding the issue.

Township Property Proposal: Richard McGee presented is proposal to but the entire township 21+ acres off of M-76. Discussion was had among the board about issues like selling the property at a loss which Philbrick brought up the fact the township paid \$35,000 for the property to start with. Mr. McGee did bring up how this has been an over 18 month long process and that he while patient is getting a little frustrated with the situation. Buhlman also brought up why the property is not being offered to the general public either via notice or taking bids for it and the fact that seems in her opinion the more appropriate course of action. No official decision was made Mr. McGee's offer but the township will look into finding out what resale value is current on the property.

Township Hall Ramp Proposal: The township received only one bid for the ramp work in front of the township hall from Northern Construction for \$7,600.00 . Motion by Philbrick, Second by Selinski to accept the bid. ROLL CALL: YEA - Morris, Philbrick, Selinski, Buhlman NAY- None Veeder absent. Motion Passes.

Revised Northern Pump Bill: Morris presented the bill which was an increase of \$1,106.67 from the original estimate and this is because once the project was started it was discovered that larger piping was needed. Motion by Selinski, Second by Philbrick to pay the new bill in the amount of \$29,040.00 ROLL CALL: YEA - Morris, Philbrick, Selinski, Buhlman NAY-None Veeder absent. Motion Passes.

Hall Painting: Two bid were received for the painting of the inside of the hall one from SRE for \$2,600 and a second bid from Fresh Start Painting for \$2,000. The color will be gray and will not be completed before election day. Motion by Philbrick, Second by Morris to accept Fresh Start Painting's bid of \$2,000. ROLL CALL: YEA - Morris, Philbrick, Selinski, Buhlman, NAY - None Veeder absent Motion Passes.

Snow Removal Bid: One Bid was received from Hodgins which is the same as the prior years bid in the amount of as follows:

West Branch Township Transfer Station

1. Snow removed from driveway and parking lot will be \$50.00 / per trip up to 6" snowfall.
2. Snow removed from driveway and parking lot will be \$70.00 / per trip for 7" and up.
3. Drifts and cleanup will be charged accordingly
4. If sand / salting is requested, it will be \$52.00 per trip

Snow removal at lift stations 2020-2021 Season

1. Snow removal at Dam Road location would be \$27.00 / trip
2. Snow removal at Fox Estates would be \$32.00 / trip
3. Sand / Salt would be \$35.00 / trip if requested

Motion by Selinski, Second by Morris, ROLL CALL: YEA - Morris, Philbrick, Selinski, Buhlman, NAY - None Veeder Absent Motion Passes.

DDA Plan Ordinance: Jeremy Hickmott with the West Branch Township DDA presented an ordinance to finalize the work that has been done on the DDA updated development plan which is the last step. Motion by Philbrick, Second by Selinski. ROLL CALL: YEA - Morris, Philbrick, Selinski, Buhlman, NAY - None Veeder Absent.

Unfinished Business: NONE

Public Comment: NONE

Motion by Philbrick, Second by Morris to adjourn the Meeting. Voice Vote. Motion Carried

Meeting Adjourned at 7:26 PM.

Date

Jeremy R. Hickmott, Zoning Administrator

**West Branch Township
Regular Meeting
November 11, 2020**

Regular meeting opened with the Pledge of Allegiance at 6:02 pm.

Present: Ryan Veeder, Jim Morris, Mike Selinski, Diane Philbrick, Ron Zarem, Mike Braendle, Hijinio San Miguel, and Bruce Reetz

Present (via ZOOM): Debbie Buhlman and Mike Durfee.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE AGENDA AS PRESENTED. ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE MINUTES OF THE OCTOBER 14, 2020 MEETING AS PRESENTED. ROLL CALL: YEA –BUHLMAN, VEEDER, SELINSKI, PHILBRICK & MORRIS. NAY – NONE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: County Commissioner Bruce Reetz stated that the County is going through their annual audit, there are 3 new employees in the Clerk's office, and Edwards Township will be appointing a member to the EMS Board. Reetz also stated that Paul Frechette, the current Mayor for the City of West Branch, will be the new Undersheriff. Veeder reported that 1520 ballots were cast in the General Election. Veeder also processed over 800 AV ballots and over 1500 AV ballots this entire election year which is a huge increase from prior years. Veeder presented the bills.

MOTION BY SELINSKI, SECOND BY MORRIS TO PAY BILLS IN THE AMOUNT OF \$124,607.97. (\$21,162.48 GENERAL FUND, \$68,950.73 WATER & SEWER, \$34,494.76 WATER #2). ROLL CALL: YEA – PHILBRICK, VEEDER, SELINSKI, BUHLMAN & MORRIS. NAY – NONE. MOTION CARRIED.

Morris reported the Road Commission is booked for paving for the 2021 season and the Township will be looking at some gravel and ditching upgrades. Buhlman met with Trustee elect Mike Durfee and gave him keys and audit reports and other info she has acquired through the years. Both Veeder and Buhlman thanked the Township Board for working with them through the years.

CORRESPONDENCE: Philbrick stated that she feels the Clerk should be reimbursed for all the extra time it takes to process the increased amount of Absentee Ballots received. Morris stated that MTA said that some townships were paying clerks \$1 or \$2 per Absentee Ballot.

MOTION BY PHILBRICK, SECOND BY MORRIS TO PAY THE CLERK \$1500.00 FOR ABSENTEE BALLOT PREPARATION. ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK, & MORRIS. NAY – NONE. ABSTAIN – VEEDER. MOTION CARRIED.

PUBLIC COMMENT: A few Peach Lake residents were present to discuss options for taking care of the issues they are having with the use of the alley, a shed, and a dock. They suggested the Township create an Ordinance to stop these things from happening. Zoning Administrator Jeremy Hickmott provided information received from the Township Attorney. Veeder stated he would like to hear from the other property owners as well. It was noted that an association could address the issue as well. It was the consensus of the Board to hold a public hearing in January 2021 for the Peach Lake property owners to get both sides of the story.

NEW BUSINESS: Philbrick presented a quote from BS&A for new utility billing software. This is the same software that the City uses for their water/sewer billing. This should help eliminate any discrepancies between the Township and City readings.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE PURCHASE OF THE BS&A UTILITY SOFTWARE FOR \$14,080. ROLL CALL: YEA – SELINSKI, PHILBRICK, VEEDER & MORRIS. NAY – BUHLMAN. MOTION CARRIED.

Morris requested the December meeting be pushed back until December 16th because he will be out of town on the 9th.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE MOVING THE DECEMBER MEETING TO THE 16TH @ 6 PM. ROLL CALL: YEA – SELINSKI, BUHLMAN, PHILBRICK, VEEDER & MORRIS. NAY – NONE. MOTION CARRIED.

Philbrick provided the sewer/water rate study performed by the Michigan Rural Water Association to the board members to review for the December meeting.

UNFINISHED BUSINESS: None.

PUBLIC COMMENT: None.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE. MOTION CARRIED.

Meeting adjourned at 7:15 pm.

Date

Ryan Veeder, West Branch Township Clerk

**West Branch Township
Regular Meeting
December 16th, 2020**

Regular meeting opened with the Pledge of Allegiance at 6:00 pm.

Present: Jim Morris, Jeremy Hickmott, and Mike Durfee.

Present (via ZOOM): Melisa Wangler, Ron Zarem and Mike Selinski.

Absent: Diane Philbrick.

MOTION BY MORRIS, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED WITH THE ADDITION OF ADDING THE M-55 INFRASTRUCTURE PROJECT PERFORMANCE RESOLUTION. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. ABSENT – PHILBRICK MOTION CARRIED.

NO MEETING MINUTES WERE PRESENTED AT THE MEETING FOR THE NOVEMBER 11TH 2020 MEETING. HICKMOTT STATED THE MEETING MINUTES FOR NOVEMBER 11TH 2020 WILL BE PRESENTED AT THE JANUARY 13TH 2021 MEETING

MINUTES OF OTHER MEETINGS: None.

REPORTS: County Commissioner was not present at the meeting.

Hickmott provided information from zoning and stated that not much was going on because it is heading into the winter season but that Wal-Mart was sending site plans for the remodel of the Store which will be the second time in about One Year. He also provided information regarding the DDA as well which basically the DDA is still progressing on the Infrastructure work on M-55 and also the budget is being developed for this coming year. Hickmott also provided information that he is learning and starting to get into the swing of things with the clerks position.

Morris reported that he didn't have much to report but did provide information that was requested by Philbrick to be discussed at the meeting including Farm Bureau information which Hickmott said is getting worked on and also about State Payment forms which Hickmott also stated is in the process of being taken care of.

Selinski reported that work might be getting done on Brookside as there was a meeting with Burgeon about the ditching work that needs to be done on that road. Also he stated that he needs to meet with Diane regarding checking the status of the Accounts like former township trustee Buhlman used to do.

Durfee reported that he is also still learning what is all going to be involved with his new position and that he is eager to go over ideas he has for the township.

CORRESPONDENCE: NONE

PUBLIC COMMENT: Melissa Wangler did state that she has something to discuss but would rather do it in person at an in person meeting than over the teleconference option.

NEW BUSINESS:

Sewer and Water Rates – Discussion was had among the board members about the rates including how much the rates should be raised by and the fact that water rates have not been increased in some time in

the township as well. Morris did state that the rates would be effective for the first ¼ of the 2021 year. Hickmott stated that the \$60.00 base rate is actually standard; he compared the township having the \$60.00 base rate to other communities that are more rural than our own with having the same rate. Selinski did have concerns over the accuracy of some of the meters after reviewing the numbers provided by Michigan Rural Water Association in the report as some of the business numbers seemed higher than what might be expected.

MOTION BY MORRIS, SECOND BY HICKMOTT TO APPROVE THE WATER AND SEWER RATE INCREASES PRESENTED BY THE MICHIGAN RURAL WATER ASSOCIATION. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINKSI, DURFEE. NAY – NONE ABSENT - PHILBRICK. MOTION CARRIED.

Resolution #12-16-2020 A. Meeting Schedule – Hickmott presented the 2021 Meeting schedule to the township board. He stated that the only board that has changes as the year goes along is the planning commission which switches to 7:00 PM in summer months and 6:00 PM in the autumn months.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE RESOLUTION #12-16-2020 A. AS PRESENTED TO THE BOARD. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE NAY – NONE, ABSENT – PHILBRICK MOTION CARRIED

COVID-19 Prep Plan – The board was presented the proposed COVID-19 preparedness plan from Clerk Hickmott. Hickmott went over some of the key information at the meeting including what is in the plan, who the director of the plan and 2nd in command is, and who is deemed as needed to keep operations function if there is and exposure situation within the township. Hickmott also stated that this plan is required to be put in place by the State and MIOSHA and that it should have been done several months ago. Ron Zarem also went over the procedures that have been put in place at the West Branch Township Transfer Station which also includes limited contact with citizens, employee face covering requirements, and glove use among other things.

MOTION BY DURFEE, SECOND BY SELINSKI TO ADOPT THE WEST BRANCH TOWNSHIP COVID-19 PREPAREDNESS PLAN AS WRITTEN. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE NAY – NONE, ABSENT – PHIBRICK MOTION CARRIED

New Official Training – The township board discussed new training option for the two new township officials, the township Clerk and township Trustee. The board stated that it would be good to have this training for the new officials as there is always something new to learn and knowledge to be gained.

MOTION BY MORRIS, SECOND BY DURFEE TO SIGN UP THE TOWNSHIP CLERK AND TRUSTEE FOR THE TRAINING AT A COST OF \$444.00 FOR THE GROUP RATE AND A SET OF MTA'S BASIC BOOK PACKAGE. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINKSI, DURFEE NAY – NONE, ABSENT – PHILBRICK MOTION CARRIED

Board of Review Appointments – Janet Wackerle, Jay Spaulding, Al Evans where presented by Supervisor Morris to be appointed to the board of review for 2 additional years.

MOTION BY MORRIS, SECOND BY HICKMOTT TO APPROVE THE APPOINTMENTS TO THE BOARD OF REVIEW. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE. NAY – NONE, ABSENT – PHILBRICK MOTION CARRIED

Zoning Board of Appeals Appointment – Mike Durfee was presented by Supervisor Morris to be appointed to the Zoning Board of Appeals for a 4 year term

**West Branch Township
Regular Meeting
December 16th, 2020**

MOTION BY HICKMOTT, SECOND BY SELINKSI TO APPROVE THE APPOINTMENT TO THE ZONING BOARD OF APPEALS. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI. ABSTAIN – DURFEE, NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

Library Board Appointment – Terri Barnhart and Mike Durfee where presented by Supervisor Morris to be appointed to the Library Board for a 3 year term.

MOTION BY MORRIS, SECOND BY HICKMOTT TO APPROVE THE APPOINTMENT TO THE LIBRARY BOARD. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI. ABSTAIN – DURFEE, NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

Planning Commission Appointments – Mike Selinski and Al Evans where presented by Supervisor Morris to be appointed to the Planning commission for a 4 year term.

MOTION BY MORRIS, SECOND BY DURFEE TO APPROVE THE APPOINTMENT TO THE PLANNING COMMISSION. ROLL CALL: YEA – MORRIS, HICKMOTT, DURFEE ABSTAIN – SELINSKI , NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

M-55 Performance Resolution – The board was presented with a performance resolution for government agencies form regarding work that is being done and funded by the West Branch Township DDA. Hickmott stated that the form is a formality and is “for the purposes of issuing to a municipality utility a “individual permit for use of a State Highway Right of Way”, or an “Annual Application and permit for Miscellaneous Operations within a State Highway Right of Way”.

MOTION BY HICKMOTT, SECOND BY SELINSKI TO APPROVE THE PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES. ROLL CALL: YEA – MORRIS, HICKMOTT, DURFEE, SELINSKI , NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

UNFINISHED BUSINESS:

M-55 Lift Station Repairs – Information was again presented to the township board about the condition of the M-55 Lift station. Supervisor Morris stated that the lift station has not worked correctly for about 6 to 7 years and that the township is having water operator Dennis Jameson go to the station every day and pump the station. Also Morris stated that he has been in contact with Primary Electric in the past about fixing the issues that would get the station correctly operating again. Selinski did ask if this was the station the township had rebuilt and Morris said that is was not the same station. If approved Morris would take the lead on making sure the project is completed.

MOTION BY HICKMOTT, SECOND BY DURFEE TO ALLOCATE UP TO \$9,500 TO DO NEEDED REPAIRS TO THE M-55 LIFT STATION. ROLL CALL: YEA – MORRIS, HICKMOTT, DURFEE, SELINSKI , NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

PUBLIC COMMENT: None.

MOTION BY PHILBRICK, SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE. MOTION CARRIED.

Meeting adjourned at 6:51 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

