

**West Branch Township
Regular Meeting
January 13th, 2021**

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

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

Present (via ZOOM): Diane Philbrick, Mr. and Ms. Braendle, Denise Simmons, Bob Perlberg – Ogemaw Herald, Ron Zarem, Mr Magee, and Mike Selinski.

Absent: NONE

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

MEETING MINUTES WERE PRESENTED AT THE MEETING FOR THE NOVEMBER 11TH 2020 MEETING AND DECEMBER 16TH 2020 MEETING. MOTION BY MORRIS, SECOND BY DURFEE ROLL CALL: YEA – HICKMOTT, PHILBRICK, DURFEE, SELINSKI AND MORRIS. NAY – NONE. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: DDA. NOVEMBER 2020 MEETING MINUTES WERE PRESENTED.

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 for and they were approved with an actual decrease in signage total square footage. Hickmott also provided information regarding the DDA project and that it was getting started but there continues to be some issues with additional requirements from MDOT.

Morris reported that he has been in contact with the county road commission and that there will be no paving in the 2021 year. He also provided the board and members of the public with an update regarding the remodel work inside the township hall which includes painting and future plans to re-do the hall floors as well.

Selinski reported that he did get with Diane to be able to review accounts for the township and also that he has talked to Dan Fransee regarding the West Branch Steel property and if there is still interest in that sale.

Durfee reported that he continues to learn new things as time goes along and also provided an update regarding the library as well. He did mention that access to the library remains a bit limited with the situation of things regarding COVID-19.

CORRESPONDENCE: Information was provided to the township board members regarding PAR PLAN.

PUBLIC COMMENT: NONE

NEW BUSINESS:

RESOLUTION 01-13-21A – ALTERNATE DATE JULY / DEC BOARD OF REVIEW – MOTION BY MORRIS, SECOND BY DURFEE TO ACCEPT RESOLUTION AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS NAY – NONE. MOTION CARRIED

RESOLUTION 01-13-21B – ASSET TEST – MOTION BY HICKMOTT SECOND BY PHILBRICK TO ACCEPT RESOLUTION AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS NAY – NONE. MOTION CARRIED

RESOLUTION 01-13-21C – WRITTEN PROTEST – MOTION BY HICKMOTT SECOND BY MORRIS TO ACCEPT RESOLUTION AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINKSI, DURFEE, AND MORRIS NAY – NONE. MOTION CARRIED

RESOLUTION 01-13-21D – INCOME GUIDELINES – MOTION BY PHILBRICK SECOND BY SELINSKI TO ACCEPT RESOLUTION AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINKSI, DURFEE, AND MORRIS NAY – NONE. MOTION CARRIED

ALLEY VACATION ORDINANCE – Clerk Hickmott presented a concept ordinance to the township board for review regarding how to potentially address the Peach Lake alley easement issue. Hickmott also stated that the ordinance still needs review by the township attorney and if the attorney signs off then he would prefer to send it to the planning commission. No motions were needed at this time.

INFRASTRUCTURE REPAIRS – Discussion was had among the board members regarding two additional infrastructure repair projects that need to be addressed including near the taco bell and also at the water tower. The township will look at costs for the project and have it presented at a later date.

TRANSFER STATION ANNUAL REPORT – Ron Zarem presented a detail report for the transfer station for the 2020 year. It was mentioned that operational expenses have increased this year and revenues are down a bit year over year mainly due to covid-19 issues and also the township free dump day. Also Morris did ask how often we do “Free dump day” and it was mentioned that it is every three years on average.

UNFINISHED BUSINESS:

West Branch Steel Sale – Discussion was had among the board members on the sale of West Branch Steel property. Selinski said that he would check with Dan Fransee to see if he is still interested in the property and Hickmott stated that he is going to check with the township attorney regarding the sale of the property to make sure procedurally it was done correctly last year.

PUBLIC COMMENT: Mr. and Ms. Braendle with the Peach Lake property near the alley issue commented that the ordinance that was presented at the meeting is not ideally what they were looking for. They do not want to close access but rather have access be regulated. Durfee mentioned that he will check with law enforcement to get a better handle to see what they may or may not enforce. Also Denise Simmons did question if the proposed ordinance would work in terms of title issues with it and how that might work if its public property. Mr. Magee also commented on the sale of the potential sale of the West Branch Steel property and why the township is not seeking out bids, why it’s not advertised, or why sale signs were not out there. Selinski did mention that at one time the property did have for sale signs on it.

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

Meeting adjourned at 7:05 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

West Branch Township
Regular Meeting
February 10th, 2020 DRAFT MINUTES

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

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

Board Memebrs Present (via ZOOM): Diane Philbrick and Mike Selinski.

Public Present (Via ZOOM): Mark Surbrook, Jim Delhanty, Ron Zarem

Absent: None.

MOTION BY HICKMOTT, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED.
ROLL CALL: YEA - MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY - NONE.
MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE JANUARY 13TH MEETING
MINUTES AS PRESENTED. ROLL CALL: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI,
DURFEE. NAY - NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: None.

REPORTS:

County Commissioner - Mark Surbrook presented information regarding what is happening at the county. He stated the Ogemaw County EMS audit came back well but there were a few small thing that need to be corrected. He also mentioned that the EMS is looking into purchasing new rigs for the department. He also stated that the sheriff's department is in process of getting the night road patrol figured out but they are running into some staffing issues getting that set up. Mark Surbrook did provide the members of the public and also the board with his contact information as well which is mdsurbrook@gmail.com and his phone number of 989-312-0652 and also that he was placed on the commission on aging board.

Clerk - Hickmott provided information from zoning that things have been slow but is anticipating things will begin to pick-up as we head into spring but that there is not much going on for the month. In terms of the DDA the M-55 project continues to move along but the project continues to hit road bumps along the way and that the cold weather has brought the project to a very slow pace. Also the DDA is starting to work on its budget for the upcoming fiscal year and that overages from the M-55 project are being planned and also so if the repair work that needs to be done. Also Hickmott mentioned that the Clerk position has been going along fairly smooth and there has been a financial issues that have come up but are getting worked on to be corrected very soon.

Supervisor - Morris reported that the hall improvements continue to progress along at a good pace and that fresh start painting is finishing the paint work inside the hall and that the floors are the next project that will be getting worked on probably after board of review. He also mentioned that the County Road commission is doing a 50/50 crack seal program and that roads are being looked at for that currently. Also Morris stated that planning is going to be getting started for the Gypsy Moth spraying this year and that Engle and Airport road are some of the more significant problem spots.

Treasurer - Diane reported that taxes have been getting paid and that volume has been rather heavy. She has also had numerous citizens asking about why the taxes have been higher this year and she has

explained that this is due to an increase in two new milcages in the township one for Sheriff's Office and the 2nd for the township Gypsy Moth mileage.

Selinski reported that he reviewed the accounts and he did talk to Diane about a couple issues he had with them but that it wasn't anything terribly significant and that overall the accounts are in good condition.

Durfee reported that the library is getting bids for technology upgrades and also that he is looking into some of the Peach lake issues as well with law enforcement.

CORRESPONDENCE: NONE

PUBLIC COMMENT: Jim Delahanty asked about when the township may start having the minutes of the meetings posted in the newspaper. Ron Zarem had questions regarding Gypsy Moth spraying and who might and might not get spayed and he mentioned about how airport road tends to be a problem area. Mark Surbrook had questions regarding the M-55 project and how folks were not notified prior to the project moving forward.

NEW BUSINESS:

Transfer Station Lease Agreement – Hickmott presented the board with the 5 year lease agreement with the Road Commission for transfer station site. Hickmott stated that this is the same standard agreement that is done every five year and is really nothing to out of the ordinary.

MOTION BY SELINSKI, SECOND BY DURFEE TO APPROVE THE TRANSFER STATION LEASE AGREEMENT WITH THE OGE MAW COUNTY ROAD COMMISSION. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

TRANSFER STATION COORDINATOR – Hickmott presented information to the board on the need for the creation of a transfer station coordinator position and why it is getting created in the first place. In the information provided to the board it detailed the position and also the wages that would go along with the creation of the position.

MOTION BY MORRIS, SECOND BY HICKMOTT TO CREATE THE POSITION OF TRANSFER STATION COORDINATOR AND APPOINT RON ZAREM TO THAT POSITION. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE NAY – NONE. MOTION CARRIED

TRANSFER STATION COORDINATOR WAGE – Included in the information Hickmott presented was the proposed wages for the transfer station coordinator position. This wage was proposed to be set at \$80.00 per month for the administrative duties of the transfer station.

MOTION BY MORRIS, SECOND BY PHILBRICK TO SET THE TRANSFER STATION COORDINATOR PAY RATE AT \$80.00 PER MONTH. ROLL CALL: YEA – MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

Transfer Station Attendant – Ron Zarem presented the board with a request that the salary be increased for the transfer station attendant. The letter provided included reasons for the raise including a 10% increase in customers and also 23% increase in containers and also the fact that the last raise was in 2018. The board discussed the fact that on average the transfer station attendant has been getting about \$2.00 increase every 2 years.

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MOTION BY PHILBRICK, SECOND BY DURFEE TO INCREASE THE TRANSFER STATION ATTENDANT TO \$14.00 PER HOUR EFFECTIVE NEXT PAY PERIOD. ROLL CALL: YEA – MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE MOTION CARRIED

Budget Workshop Date & Time – The board had a general discussion about what day will work for everyone in terms of having or budget work shop to start getting the budget ready for public hearing and finalizing. The board by general consensus selected March 2nd 2021 at 5:00 PM.

UNFINISHED BUSINESS:

West Branch Steel Property – The board was presented with two option regarding the West Branch Steel property. The first of which was a 2nd purchase agreement from Sky Developing LLC. for the purchase of the property for a total of \$20,000. It was explained at length that the purchase agreement that was submitted in 2020 was not followed through on by Sky Developing and that the June 2020 closing date was never followed through on and therefore that purchase agreement was void. The voiding of this purchase agreement was confirmed by the township attorney as well. In February 2021 Sky Development submitted another purchase agreement with no details provided at the time on what the intentions are for the property. Selinski did provide details to the township board during the meeting that Sky Development maybe looking at storage units for the property or potentially a local restaurant but no additional details could be provided. The West Branch Township DDA through Hickmott provided a plan that the DDA would be interest in acquiring the property with the intention of turning it into a “community Use Space”. An early concept site plan was presented to the board for the site. Hickmott did echo that it’s not what is on the site plan but the potential of the site as a whole. Selinski did raise concerns regarding how maintained the property will be for the long term.

MOTION BY HICKMOTT, SECOND BY DURFEE TO TRANSFER THE WEST BRANCH STEEL PROPERTY TO THE WEST BRANCH TOWNSHIP DDA FOR A COMMUNITY USE SPACE TO BE DEVELOPED WITHIN 7 YEARS. ROLL CALL: YEA – MORRIS, HICKMOTT, DURFEE. NAY – PHILBRICK AND SELINSKI. MOTION CARRIED.

Peach Lake Alley Road Ends – Hickmott presented the township board with the final Peach Lake Road End ordinance from the attorney for them to review. Hickmott stated that the next step is to take that to the planning commission and then schedule public hearing at some point before a final vote of the township board.

M-76 Property – Philbrick provided the board with a bit of background history of the M-76 property and how the township acquired the property. There was also some discussion on how much of the property is usable and what is wetlands on the property.

MOTION BY MORRIS, SECOND BY SELINSKI TO HAVE A MARKET ANALYSIS DONE ON THE PROPERTY AND THEN PROCEED TO SELL IT. ROLL CALL: YEA – MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE MOTION CARRIED

PUBLIC COMMENT: Additional public comments came from Mark Surbrook regarding the assessor being able to provide property value for the township land. Ron Zarem wanted to echo that the transfer station attendant pay increase request did not come from the attendant. Mike Selinski provided comment regarding the time line for the west branch steel property project.

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

Meeting adjourned at 7:20 pm

Date


Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
March 10th, 2020 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski and Mike Durfee.

Public Present : Mark Surbrook, Jim Delahanty

Absent: None.

MOTION BY SELINSKI, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY DURFEE, SECOND BY MORRIS TO APPROVE THE FEBRUARY 10TH MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: None.

REPORTS:

County Commissioner - Mark Surbrook provided information regarding the sherrif's night road patrol program which is having hiring issuses but that they have two potentially but are looking into five officers for it. Surbrook also presented some information regarding the lawsuit issues with the county and a towing company but information was limited as being it's a court case not much can be discussed. Information was provided that an individual is going to be removing some trees at the campground but he did not provide the name of the individual who was doing the work. Surbrook also provided some limited information regarding the county budget and the fact the county has no deficit and that everything cam back well from the audit. It was also mentioned that the state attorney general is not getting involved with the Kirtland mileage issues.

Clerk – Hickmott provided information regarding the DDA's continued project on M-55 which has been running into issues with MDOT and also the DEQ but that the project continues to move along and that even with the issues it is still on schedule. Also he mentioned that the DDA has gotten cost estimates for lighting repairs on the business loop as at least 35 of the lights are out but work could be starting in the spring to get those repaired as well. Regarding zoning Hickmott mentioned that planning commission went over an endorsed both the grass ordinance and the Peach lake road end ordinance. Also that zoning permits have picked up some as the weather starts to break and also that he is working with the towing company that has moved in on the business loop without permits. From the Clerks perspective things have been going pretty well for the most part. He continues to discover some issues with things but nothing to out of the ordinary. Hickmott also went over the bills and pointed out a few that seem a little out of the ordinary including legal cost, unemployment costs, and a single dollar to the road commission.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris reported that the lift station on M-55 / Fox run has been repair and is in functioning order. The township was getting complaints about surges coming from the lift station but having these repairs made should correct that problem. The township is also going to be getting the generator at the lift

station repaired as well so that it will be at 100% functioning order. Morris also reported that he will be getting cost estimates to have the townships parking lot repaired and upgraded as well hopefully into this summer.

Treasurer – Diane reported that about 90% of taxes have been getting collected. She also reported that everything is in-line and has been sent to the county treasurer. She has been working on getting the new utility billing program up and running and that is the next big thing to get done now that tax season is over. She also mentioned that out of the taxes for winter the township only gets less than 100 thousand of all that gets brought in.

Trustee Selinski - reported that he reviewed the accounts and that the balances tend to be a bit high and he also had question regarding CD'S but Philbrick did mention that right now even having money in CD'S they would be making very little interest currently.

Trustee Durfee - reported that the library is still gathering information from legal resources trying to get a handle on how the library mileage might able to be removed from the DDA. He also mentioned that the next library meeting is going to be April 5th 2021.

CORRESPONDENCE: NONE

PUBLIC COMMENT: NONE

NEW BUSINESS:

Valley Road Ditching Project - Information was provided to the board regarding Valley road and the need for ditching and the costs associated with that. The total costs would be \$36,641.70 with the township portion being \$18,320.85.

MOTION BY PHILBRICK, SECOND BY DURFEE TO ACCEPT THE ROAD COMMISSION COSTS FOR VALLEY ROAD DITCHING TOWNSHIP PORTION AT \$18,320.85. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Mercantile Bank from PNC Credit Card– Philbrick provided the board with information regarding issues at PNC bank with getting new credit cards for the Clerk and Supervisor. These issues included communication and some customer services issues.

MOTION BY PHILBRICK, SECOND BY SELINSKI TO HAVE JAMES MORRIS, JEREMY HICKMOTT, AND DIANE PHILBRICK HAVE TOWNSHIP CREDIT CARDS WITH DIANE PHILBRICK AS THE PRIMARY CARD HOLDER WITH A LIMIT OF \$2,500 AT MERCANTILE BANK. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE NAY – NONE. MOTION CARRIED

Budget Hearing Scheduled Date – Hickmott provided the board with a proposed date for the township budget hearing. The date provided was March 24th at 5:00 PM at the West Branch Township Hall.

MOTION BY HICKMOTT, SECOND BY DURFEE TO ACCEPT THE DATE FOR THE BUDEGT HEARING. VOICE VOTE: YEA – MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

Resolution #03-10-2021 A – the board was provided with resolution for the Clerks Salary which has an increase of \$400.00 a year.

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MOTION BY SELINSKI, SECOND BY DURFEE TO ACCEPT RESOLUTION 03-10-2010 A WITH AMMENDED CHANGES REGARDING DATE. ROLL CALL: YEA – MORRIS, PHILBRICK, SELINSKI, DURFEE. NAY – NONE, ABSTAIN – HICKMOTT RESOLUTION CARRIED.

Resolution #03-10-2021 B – the board was presented with resolution for the Treasurers Salary which has an increase of \$1,000 a year.

MOTION BY MORRIS, SECOND BY HICKMOTT TO ACCEPT RESOLUTION 03-10-2021 B WITH AMMENDED CHANGES REMOVING THE WORD “ NOT” IN SECOND PARAGRAPH. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE, ABSTAIN – PHILBRICK. RESOLUTION CARRIED

Resolution #03-10-2021 C – the board was presented with resolution for the Supervisors Salary which has an increase of \$900.00 a year.

MOTION BY PHILBRICK, SECOND BY HICKMOTT TO ACCEPT RESOLUTION 03-10-2021 C WITH AMMENDED CHANGES REGARDING THE DATE.ROLL CALL: YEA – PHILBRICK, HICKMOTT, SELINKSI, DURFEE. NAY – NONE, ABSATIN – MORRIS. RESOLUTION CARRIED

Resolution #03-10-2021 D – the board was presented with resolution for the Trustees salary which has an increase of \$1,300 a year.

MOTION BY MORRIS, SECOND BY PHILBRICK TO ACCEPT RESOLUTION 03-10-2021 D WITH AMENDMENT REGARDING CHANGES REMOVING THE WORD “NOT” FROM THE SECOND PARAGRAPH. ROLL CALL: YEA – MORRIS, HICKMOTT, PHILBRICK. NAY – NONE, ABSTAIN – SELINKSI AND DURFEE. RESOLUTION CARRIED.

Review Updated Fee Schedule – Hickmott provided the board with an updated fee schedule for the township to consider. It was reviewed line by line by Hickmott and also mentioned that the planning commission also recommended at its last meeting that the fee schedule be updated.

MOTION BY MORRIS, SECOND BY SELINSKI TO ACCEPT AND ADOPT THE NEW FEE SCHEDULE EFFECTIVE APRIL 1ST 2021. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI AND DURFEE. NAY – NONE MOTION CARRIED.

UNFINISHED BUSINESS:

Weeds and Grass Ordinance – Hickmott presented the board with a final weeds and grass ordinance after it has been reviewed by the township attorney. Hickmott went over the details of the ordinance with the board including posting details and time lines. Some board members did have questions regarding how it will be enforced and also the main goals of the ordinance.

MOTION BY HICKMOTT, SECOND BY DURFEE TO APPROVE AND ADOPT WHAT WILL BE ORDINANCE 49 FOR NOXIOUS WEED AND GRASS. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE. MOTION CARRIED.

Peach Lake Alley Road Ends – The board was presented with the final Peach Lake road end ordinance. The board also had discussion on when to set a public hearing for public regarding this ordinance. It was

discussed the public hearing could be held either on the same night as the next board meeting or it could be held a week before the next board meeting which would be April 7th 2021.

MOTION BY MORRIS, SECOND BY DURFEE TO SCHEDULE THE PUBLIC HEARING FOR APRIL 7TH AT 5:00 PM AT THE WEST BRANCH TOWNSHIP HALL. VOICE VOTE: ALL YES AND NON OPPOSED. MOTION CARRIED.

PUBLIC COMMENT: Additional public comments came from Mark Surbrook regarding the Kirtland college mileage and also comment came from Trustee Selinski regarding office hours for some of the township officials at the township hall.

MOTION BY MORRIS, SECOND BY HICKMOTT TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 7:05 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Public Hearing / Special Meeting
March 24th, 2021 DRAFT MINUTES**

Public Hearing - Supervisor Morris opened the public meeting as 5:00 pm. No public was in attendance and the public hearing.

MOTION BY PHILBRICK, SECOND BY MORRIS TO CLOSE THE PUBLIC HEARING AT 5:03 PM.
VOICE VOTE: YEA – MORRIS, HICKMOTT, PHILBRICK, AND DURFEE. NAY – NONE, ABSENT
SELINSKI. MOTION CARRIED

Special Meeting - called to order with the Pledge of Allegiance at 5:05 pm

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski and Mike Durfee.

Public Present : NONE

Absent: NONE.

MOTION BY MORRIS, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED.
VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE.
MOTION CARRIED.

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

Clerk – Hickmott provided information regarding the DDA’s continued project on M-55 which has been running into issues with MDOT and also the DEQ but that the project continues to move along and that even with the issues it is still on schedule for completion in the spring. Also Hickmott remaindered the board members about upcoming public hearings including the Peach Lake Road end ordinance and a planning hearing regarding a towing business.

Supervisor – Morris reported that the contract has been sent over from the county regarding the Valley road ditching project.

Treasurer – Diane reported that her accounts have balanced with the county in regards to tax collection and that things are getting started with the utility billing program changes.

Trustee Selinski – had a few questions regarding a blighted and collapsing house property on birchcrest and also if anything is going to be happening from the road commission regarding the ditching on brookside.

Trustee Durfee - reported that the library is still gathering information from legal resources trying to get a handle on how the library mileage might able to be removed from the DDA. He also mentioned that the next library meeting is going to be April 5th 2021.

CORRESPONDENCE: Clerk Hickmott and Treasurer Philbrick presented information from the County regarding a Geo Assessment bill for \$35,000 from the county treasurer that will be looked into further before being paid.

PUBLIC COMMENT: NONE

NEW BUSINESS:

Resolution #03 -24-2021 A – General Appropriations Act – Clerk Hickmott presented to the board the general appropriation act (budget) for the 2021-2022 fiscal year. He and Treasurer Philbrick did point out a few items to the board of interest including the fund balances that the township has and mentioned that overall the township from a budget stand point is in good condition.

MOTION BY PHILBRICK AND SECOND BY DURFEE TO APPROVE RESOLUTION #03-24-2021 A – GENERAL APPROPRIATIONS ACT. ROLL CALL: YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. RESOLUTION PASSED.

MOTION BY PHILBRICK AND SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE: YEA – MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE MOTION CARRIED

Meeting adjourned at 5:26 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Public Hearing and Special Meeting
April 7th, 2021 DRAFT MINUTES**

Public Hearing opened by Supervisor Morris at 5:00 pm

Public Present - 35 Citizens in attendance within the Hall. (Attendance list available at Twp. Hall)

Correspondence Received – 51 letters, forms, or questionnaires submitted.

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski and Mike Durfee.

Board Members Absent: None.

Supervisor Morris opened the Public hearing by stating the procedure of how the Public Hearing would run and the time limits of three (3) for each citizen to speak and also three (3) minutes for each correspondence that was submitted to the Township Clerk.

Clerk Hickmott began reading all 51 correspondences that was submitted to the township and limited each one to three minutes (3) or less depending on the length of the correspondence and Supervisor Morris kept track of the timing for each correspondence that was submitted. After reading all submitted correspondence Supervisor Morris logged that out 51 correspondences submitted 50 were in opposition of the proposed ordinance and 1 was in favor of the ordinance as presented.

Public Comment – The public comment portion of the public hearing was started with a reminder from Supervisor Morris that the same three (3) minute limit applies to the public as it did to the correspondence that were received.

Mark Federoff - was first to speak with opposition to the ordinance that was presented and also stated several reasons for the opposition including stating there has never been issues over the several years until new individuals moved into the neighborhood.

Jay Samigal – brought up numerous issues with the actual ordinance including how it was assembled and developed and also about potential other legal issues that could develop from this ordinance and also concerns over enforcement of the ordinance.

Jerome Priest – had a quick comment regarding his opposition to the ordinance and that there is no need for any changes and doesn't see why there is a need to “ rock the boat “ over this issues and wants things left alone.

Stephanie Brandle – Spoke out against the ordinance as presented and also stated she has had family in the area and enjoyed this area as well for many years. She also echoed riparian law (non-legal opinion) documents that she had at the meeting.

Michael Brandle – Spoke out against the ordinance as presented but also quoted riparian law as well and the issues that have been on going in the area regarding this issue.

Annette Panter – Spoke out against the ordinance and also went into some detail regarding the lack of issues she has had with being next to these alleys as well and while there has been some minor issues, they didn't warrant this kind of ordinance.

Lyle Baeter – Spoke out strongly in opposition to this ordinance and claimed it was only certain individuals that want something like this and that there has never been an issue in the past until certain

individuals moved in. Clerk Hickmott did cut him off as the comments were turning more personal to individuals in the room and that that was not an appropriate setting for that.

Susan Floter – Stated opposition to the ordinance and that the Peach Lake area has always been a pleasant area and that everyone typically gets along and that there has never been an issue regarding these alleys till recently.

Steve Hutnik – Opposition to the Ordinance as presented and did not want things to change and that there has been no problems in the past.

Sandy Avery – Opposition to the ordinance as presented and doesn't want things to be changed in the area. Also enjoys the access that these alleys provide.

CLOSED PUBLIC HEARING AT 6:15 PM

Special Meeting opened with the Pledge of Allegiance at 5:53 pm.

Board Present: Jim Morris, Jeremy Hickmott, Diane Philbrick, Mike Selinski and Mike Durfee.

Public Present: Every one who was at the Public Hearing (list available at Twp. Hall)

Board Absent: None.

MOTION BY PHILBRICK, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED.
VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE.
MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Board Members did not have any reports at the time of this Special Meeting.

CORRESPONDENCE: NONE additional from the public hearing.

PUBLIC COMMENT: NONE additional from the public hearing.

NEW BUSINESS:

Proposed Public Dock Permit Ordinance #51 – The board did additional review of the ordinance that was presented to them and Supervisor Morris did ask if anyone had additional comments or anything regarding the ordinance. The other Board members did not have additional comments or concerns regarding the ordinance as it has been in development and discussed for the past couple months at other board meetings as well. Hickmott also did reiterate that this has been reviewed by both township attorney and also the Township Planning commission.

MOTION BY HICKMOTT, SECOND BY MORRIS TO APPROVE THE PUBLIC DOCK PERMIT ORDINANCE #51 AS PRESENTED. ROLL CALL YEA – NONE. NAY – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. MOTION FAILED.

PUBLIC COMMENT: Louis Bunting did have one question after the vote that if that was the end of this subject. Clerk Hickmott did say yes that this was the end of the meeting and that it was over.

**West Branch Township
Public Hearing and Special Meeting
April 7th, 2021 DRAFT MINUTES**

MOTION BY MORRIS, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 6:04 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
April 14th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski and Mike Durfee.

Public Present : Mark Surbrook, Jim Delahanty, Ron Zarem and Mike Benefiel – M33 Access

Absent: None.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE AGENDA WITH THE CHANGES OF ADDING M-33 ACCESS REP TO THE AGENDA. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS, SECOND BY DURFEE TO APPROVE THE MARCH 10TH AND MARCH 24TH 2021 MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: None.

REPORTS:

County Commissioner - Mark Surbrook provided information regarding Legal action that has been taken by the Ogemaw county Attorney regarding the Kirtland college mileage. He also mentioned that the sheriff's office continues to have hiring issues and that it is hampering the development of the night road patrol program.

Clerk – Hickmott provided information regarding the DDA's continued project on M-55 which has been running into issues with MDOT and also the DEQ but that the project continues to move along and that even with the issues it is still on schedule and on track budget wise. Also he mentioned that the DDA has hired Primary Electric to do lighting repairs on the business loop, 45 of the lights are out but work could be completed by July. Regarding zoning Hickmott mentioned that planning commission held a public hearing regarding the New proposed Sunrise towing on the business loop and it was approved with contingencies and also that there are proposed zoning amendments working through the planning commission. From the Clerks perspective things have been going pretty well for the most part. He continues to discover some issues with things but nothing to out of the ordinary. Hickmott also went over and presented the bills.

MOTION BY MORRIS, SECOND BY PHILBRICK TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris reported he and Hickmott are working on getting the Gypsy Moth mapping completed and sent over to be scheduled for spraying. Some members of the public did have questions regarding location of spraying and also trying to sync with other surrounding township for a better deal.

Treasurer – Diane reported that she has settled out tax wise with the county and it was only off \$.02 with the county. Also she mentioned that the New sewer and water utility billing program is up and running and is working out very well and is pretty easy to use.

Trustee Selinski - reported that he reviewed the accounts and that the balances are high and he also had question regarding CD'S and also if the Bank still insurance that money for only up to 500 thousand and having over 900 thousand might in the bank might be a concern if the bank was to ever close that the township could be lose out on 400 thousand potentially if a worst case scenario happened.

Trustee Durfee – didn't have too much to report and that there has not been much activity regarding things at the library currently.

CORRESPONDENCE: Hickmott presented everyone in there packet a copy of the Par-Plan information

PUBLIC COMMENT: Ron Zarem was a little surprised to hear that the Chain of Lakes area was on the plan for Gypsy Moth Spraying as it's not a typical spot but that he will report that to the neighborhood association. Jim Delhanty provided a bit of information regarding Bank account limits.

NEW BUSINESS:

M33 Access Rep. – Mike Benefiel provided the board with a good deal of information regarding their current plans for expanding access to broadband internet to the West Branch township area. He gave the board examples of current work he has done and continues to do in other townships and communities including Mio. He did emphasize that they are running their own lines and hire local employees to do the work in the area. He wanted to reach out to the board just to try and understand the needs and the demands of the area.

Austin Way Repairs – Supervisor Morris provided information regarding the expanding pot hole issues on Austin Way. He also mentioned that last year the West Branch Township Downtown Development Authority covered those costs and that the township should consider doing it this year. Hickmott did state that there is money and going to be money left in the budgeted road amount for this fiscal year. Other board members questions how much we should invest in the road considering the slow business climate at the mall.

MOTION BY HICKMOTT, SECOND BY PHILBRICK TO HAVE THE HOLES REPAIRED BUT ALSO REQUIRED THAT IT BE CUT AND REPAIRED NOT JUST FILLING THE HOLE. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE NAY – NONE. MOTION CARRIED

Lawn Maintenance Bids – Hickmott provided the board with information regarding the need to find a landscaping company to do ordinance 50 enforcement, township properties, and water tower areas. Ron Zarem did mention that the Transfer Station needs to be added to the bid request. Hickmott also mentioned to the board that the bid information will be on the township Facebook page, the township website, and in the Ogemaw county herald.

Parking Lot Bids - Hickmott provided the board with information regarding the need to find a paving company to re-do the township hall parking lot but only areas to the south of the building. Hickmott also mentioned to the board that the bid information will be on the township Facebook page, the township website, and in the Ogemaw county herald.

Citizen Questions Regarding Paving Edward – Hickmott brought up to the board at the request of a citizen about interest from a citizen regarding paving 500 to 600 feet of Edwards Street. The resident

**West Branch Township
Regular Meeting
April 14th, 2021 DRAFT MINUTES**

claimed that when they built their homes in that area they were required to meet road setbacks for potential future paving and that they just wanted to bring it to the Township boards attention.

PUBLIC COMMENT: NONE

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

Meeting adjourned at 7:10 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
May 12th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski and Mike Durfee.

Public Present : Mark Surbrook, Jim Delahanty, Ron Zarem and Al Evans

Absent: None.

MOTION BY SSELINSKI, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY DURFEE, SECOND BY PHILBRICK TO APPROVE THE APRIL 7TH SPECIAL MEETING AND APRIL 14TH 2021 MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: West Branch Township DDA March 2021 minutes.

REPORTS:

County Commissioner - Mark Surbrook provided information regarding that a resolution is going to be provided to the County commissioners to authorize legal action regarding the Kirtland college mileage. He also mentioned that the sheriff's office continues to have hiring issues in department and that the sheriff's office continues to search for officers to fill vacant positions.

Clerk – Hickmott provided information regarding the DDA's continued project on M-55 which has been running into issues with MDOT and also the DEQ but that the water and sewer portion of the project is now completed. Also he mentioned that Primary Electric has started work on the street light repairs which is earlier than expected and should be completed before Memorial Day. Regarding zoning Hickmott mentioned that planning commission has forwarded on and approved three zoning amendment changes to the county planning commission for review.

MOTION BY MORRIS, SECOND BY PHILBRICK TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris reported that the gypsy moth mapping has been completed and the information has been forwarded to the spraying company. He did mention that the spraying company will decide when the time is right to get the areas sprayed.

Treasurer – Diane mentioned that the New sewer and water utility billing program working out very well and that it continues to be effective and continues to work well.

Trustee Selinski - reported that he reviewed the accounts and that the balances remain high. He also had blight question regarding several properties in the township including a dangerous structure on Birchcrest which is scheduled for auction in July and also a house on flowage lake road with a good deal of blight issues.

Trustee Durfee – brought up new programs that the library system is going to be working on including a potential walking tour that will be organized by the library.

CORRESPONDENCE: NONE

PUBLIC COMMENT: NONE

NEW BUSINESS:

Lawn Maintenance Bids – Clerk Hickmott presented the board with three bids for lawn maintenance. The bids were from Year round outdoor services, David Mackey, and GH Lawn Care and Landscaping. The board reviewed the costs of each bidder and after review and discussion the board decided that the bid from Year Round Outdoor Services was the most complete and was the only bidder that addressed all requested items and also provided proof of insurance with the bid.

MOTION BY PHILBRICK AND SECOND BY DURFEE TO HIRE YEAR ROUND OUTDOOR SERVICES FOR THE BID PRICES SUBMITTED. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, MORRIS. NAY – NONE. MOTION CARRIED

Parking Lot Bids – Clerk Hickmott presented the board with three bids for parking lot repairs. The bids were from Pyramid paving in the amount of \$31,385.00, Hodgins Asphalt Paving Inc. for \$26,150.00 and Mid Michigan Asphalt for \$34,485.00. After review and a few questions about the scope of work with each bid the board decided that Hodgins was the best choice for the parking lot repair project.

MOTION BY MORRIS, SECOND BY HICKMOTT TO HAVE HODGINS ASPHALT PAVING INC. DO THE PARKING LOT RECONSTRUCTION PROJECT AT THE WEST BRANCH TOWNSHIP HALL. ROLL CALL: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE NAY – NONE. MOTION CARRIED

Highland drive and Gallagher road work – Morris provided the board with information regarding the need for both gravel work on highland drive and guard rail work on Gallagher road. Morris also mentioned that the project would be a 50/50 split of costs with the road commission and that the safety concerns are pretty significant on Gallagher road where there are currently no guard rails in place. Hickmott also presented to the board an itemized list of what has been spent and what is being proposed to be spent on roads currently.

MOTION BY HICKMOTT AND SENCOND BY SELINKSI TO APPROVE ROAD WORK ON GALLAGHER AND HIGHLAND DRIVE AT A COST OF \$17,427.80. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE MOTIONED CARRIED.

Contract for Assessor – The Board was presented with a proposed contract for an Increase in wages for the township assessor and her duties. The board did ask when the last time there has been a raise and also what here current wages were. Treasurer Philbrick gave the information that it has been a while since she received a wage increase and her current wages are about \$1800 per month. The proposed contract would take the wages to a little over \$2100 per month.

MOTION BY PHILBRICK, SECOUND BY HICKMOTT TO APPROVE THE NEW ASSESSOR CONTRACT WITH WAGES BEING \$2,118.42 PER MONTH EFFECTIVE JUNE PAY PERIOD. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED.

**West Branch Township
Regular Meeting
May 12th, 2021 DRAFT MINUTES**

S.T.I.N.G. Payment – The board was presented information from the STING Narcotics group including its annual report, statistics, and contribution invoice. The board had lengthy discussion on this subject including why West Branch Township should contribute when many other communities don't. Board members also had concerns of why the program has not been self sufficient yet after being told years ago it would be.

MOTION BY DURFEE AND SECOND BY HICKMOTT TO TABLE THE STING REQUEST UNTILL THE TOWNSHIP CAN GATHER AND STING CAN CONTRIBUTE MORE INFORMATION ABOUT SOME QUESTIONS BOARD MEMBERS HAVE. VOICE VOTE – YEA: HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTIONED CARRIED.

OLD BUSINESS:

Austin's Way Repairs – Hickmott presented the board with information he received from Mid Michigan Asphalt regarding costs and what needs to be done to get the holes and some underlying issues corrected on Austin's Way. The information included two costs for two different options one of which was a larger scale work project and the second was for a scaled back tear out.

MOTION BY HICKMOTT AND SEDCOND BY SELINSKI TO APPROVE THE ROAD WORK ON AUSTIN'S WAY IN THE AMOUNT OF \$15,678.00. ROLL CALL – YEA: HICKMOTT, PHILBRICK SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED

PUBLIC COMMENT: NONE

MOTION BY MORRIS, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 7:08 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
June 9th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski and Mike Durfee.

Public Present: Mark Surbrook, Danelle Bieniek, Matt Jordan – S.T.I.N.G Representative

Absent: None.

MOTION BY MORRIS, SECOND BY HICKMOTT TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY HICKMOTT TO APPROVE THE MAY 12TH 2021 MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

County Commissioner - Mark Surbrook provided information that legal action against Kirtland College is proceeding along. He also mentioned that the sheriff's office continues to have hiring issues in department and that the sheriff's office continues to search for officers to fill vacant positions. It was also mentioned that the commission on aging building is still not open and that there is new hangers at the County Airport.

Clerk – Hickmott provided information regarding the DDA's continued project on M-55 has become a bit of a complicated mess with permitting issues and trying to get that figured out. He did mention that zoning has been steady but nothing to significant and he did mention that the Noxious Weeds and Grass ordinance has been pretty effective the past month in getting issues addressed.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris reported that the gypsy moth spaying has been completed and that other townships in the county including Ogemaw township and Roscommon county are having large Gypsy Moth issues potentially because of spraying too soon and may not get a good kill.

Treasurer – did not have much to report for the month as it is after tax season and things have been pretty quiet.

Trustee Selinski - He also had blight question regarding several properties in the township including a dangerous structure on Birchcrest which is scheduled for auction in July and also he requested an update regarding the ditching progress on Brookside as well.

Trustee Durfee – brought up new programs that the library system including a new book program that the library will be starting soon.

CORRESPONDENCE: NONE

PUBLIC COMMENT: NONE

NEW BUSINESS:

S.T.I.N.G. Payment – The board was presented with information from Matt Jordan Representative for the S.T.I.N.G program. He mentioned a few key things that he wanted the board to know including about the 480% increase in METH use in the area, that S.T.I.N.G has been and continues to try and build a surplus, and that they have fluctuating expenses. Diane did have questions regarding the financials of the program and why it has not been self-sufficient over the years. Jordan did explain that with the changes in state laws particularly in the Marijuana laws it has negatively impacted some of their revenues.

MOTION BY DURFEE AND SECOND BY HICKMOTT TO APPROVE THE \$3,600 S.T.I.N.G. 2021 SERVICE CONTRIBUTION. ROLL CALL – YEA: HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTIONED CARRIED.

ORDINANCE 51 (ZONING CHANGES) – Hickmott provided the board with information regarding the proposed zoning changes in Ordinance 51. Some of these changes included regulations for fencing, regulations for utility companies, and also zoning changes for the M-76 area from Industrial to Urban Mixed use. Hickmott also mentioned that this has been approved by the planning commission and also has received no opposition from the county.

MOTION BY PHILBRICK AND SECOND BY DURFEE TO APPROVE ORDINANCE 51 AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED

OLD BUSINESS: NONE

PUBLIC COMMENT: Ron Zarem did want to give appreciation to both Pyramid paving for donating gravel for the transfer station area and to Supervisor Morris for helping to makes sure that the scapp metal is moved out of the transfer area in a timely manner.

MOTION BY HICKMOTT, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 6:20 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
July 14th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, and Mike Selinski

Public Present: Ron Zarem, Jim Delhanty, Trevor Blanchard, and Roberta Beck

Absent: Mike Durfee.

MOTION BY HICKMOTT, SECOND BY MORRIS TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI. NAY – NONE. ABSENT DURFEE. MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE JUNE 9TH 2021 MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI. NAY – NONE, ABSENT – DURFEE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

Clerk – Provided answers to questions regarding the quality of grass mowing at all township properties and mentioned that he has had discussions with the contractor about improving the services including better trimming. Hickmott also mentioned that he has been told but the road commission that the ditching on Brookside is on the Road Commission plans but there was no firm date.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI. NAY – NONE. ABSENT – DURFEE. MOTION CARRIED.

Supervisor – Morris reported that previous contracted work with the Road commission on valley road including ditching was nearing completion. He also mentioned that while issues and calls about Gypsy moths has slowed there has been a good mixed of positive and negative comments about that. It was encouraged that people report gypsy Moth egg masses to the township as a list is already being assembled. Morris also mentioned that spot spraying maybe needed in 2022.

Treasurer – Reported that Tax collections has started and have been coming in pretty steady. Also that the amount of taxes collected already are about where they usually are by this point in the season.

Trustee Selinski – mentioned that he has reviewed the accounts and nothing seemed out of the ordinary. He also wanted a status update regarding the blight issues on flowage lake road and Hickmott did mention that it continues to work through the process which does take a bit long then anyone would like it too.

CORRESPONDENCE: NONE

PUBLIC COMMENT: Trevor Blanchard brought up information regarding the ongoing conditions of the M-55 project. As a resident that lives right in the middle of the project he brought up conditions regarding safety concerns, the large scale trench in his front yard, and the fact that the driveways remain incomplete. He also commented about ORV use in the area and was unaware of the fact that he could not do that in that area.

NEW BUSINESS:

M-55 Infrastructure Delays – The board was presented with information Clerk Hickmott regarding communications with the project engineer – Lapham and Associated, project contractor – Tri-City Groundbreakers, MDOT, and EGLE regarding the conditions of the project and the fact that items are not getting addressed. It was also mentioned that the project has just become a community embarrassment and needs to be fixed ASAP. Supervisor Morris also brought up about the significant issues at and near Fox Run Drive including the large pot holes from lack of paving and also the lack of appropriate gravel shoulders through that entire area.

MOTION BY MORRIS AND SECOND BY PHILBRICK TO HAVE THE TOWNSHIP CONTACT THE TOWNSHIP ATTORNEY TO LOOK INTO LEGAL OPTIONS FOR GETTING ISSUES WITH THE CONTRACTOR AND ENGINEER RESOLVED. ROLL CALL – YEA: HICKMOTT, PHILBRICK, SELINSKI, AND MORRIS. NAY – NONE, DURFEE ABSENT. MOTIONED CARRIED.

Information Coalition of H.O.P.E Presentation – Roberta Beck presented information about the Coalition on H.O.P.E program including several up coming events, a large overview of what the programs does for the community in suicide prevention, and how / why the program was founded. Roberta Beck also mentioned that the program is grant funded and she also made a request to the township that they be allowed to install suicide prevention awareness banners in September along the business loop. Clerk Hickmott and Supervisor Morris said that request would be presented to the DDA as that is primarily their program but should be no problem.

MTA PRICIPALS OF GOVERNANCE – Hickmott provided the board with copy of the recommended principals of governance that MTA (Michigan Townships Association) recommends. These principals are standards that MTA would like all township officials to follow and stand by while in office.

MOTION BY PHILBRICK AND SECOND BY HICKMOTT TO APPROVE THE MTA PRINCIPALS OF GOVERNANCE. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, AND MORRIS. NAY – NONE, ABSENT – DURFEE. MOTION CARRIED

QI BUDGET ADJUSTMENTS – Clerk Hickmott provided the board with only one first quarter budget adjustment that was needed. The adjustment was needed for the accounting fund 101-101-805 and it needed to be increased by \$1,600 due to changes in how the township is doing unemployment tax and some other accounting.

MOTION BY PHILBRICK AND SECOND BY MORRIS TO APPROVE THE FIRST QUARTER BUDGET ADJUSTMENT. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, AND MORRIS. NAY – NONE, ABSENT DURFEE. MOTION CARRIED

FEE REQUEST WAIVER – A fee request was submitted to the township board from the Ogemaw Hills Sportsmen Association. This request was to waive the \$50.00 zoning permit fee for a new sign that the association wants to have installed on the building facing east on M-55. It was mentioned that the sign does comply with the West Branch Township Zoning Ordinance.

MOTION BY MORRIS AND SECOND BY SELINKSI TO APPROVE WAIVING THE \$50.00 ZONING PERMIT FEE. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINKSI, AND MORRIS, NAY – NONE, ABSENT – DURFEE. MOTION CARRIED.

OLD BUSINESS: NONE

**West Branch Township
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July 14th, 2021 DRAFT MINUTES**

PUBLIC COMMENT: NONE

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

Meeting adjourned at 6:48 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Special Meeting
July 26th, 2021 DRAFT MINUTES**

Special Meeting opened with the Pledge of Allegiance at 4:00 pm.

Board Present: Jim Morris, Jeremy Hickmott, Diane Philbrick, and Mike Durfee.

Public Present: Bob Griffin Jr. – DDA President, Scott Bell – Lapham and Associates, Brent Wilson, Bob Pearlberg, Jay Spaulding, Jim Delehanty.

Board Absent: Mike Selinski

MOTION BY PHILBRICK, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED.
VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, DURFEE. NAY – NONE.
MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Board Members did not have any reports at the time of this Special Meeting.

CORRESPONDENCE: NONE additional from the public hearing.

PUBLIC COMMENT: Comments were provided from members of the public regarding the condition of the current project including safety concerns of the unfinished pathway. The fact that the pathway should be completed while things are already tore up in the area and the fact that costs associated with asphalt and materials are only going to increase over time. The public also brought up not to defend the contract but it is very challenging finding employees right now in the current economic climate.

NEW BUSINESS:

M-55 Infrastructure Project / Pathway – The board was presented information by Engineer Scott Ball from Lapham and Associates regarding progress on the overall project. Bell stated that work will begin on July 28th 2021 to finish the outstanding issues that the township and MDOT have regarding permit #1 of the project which is for water and sewer line installation. He also mentioned that there may be additional costs associated with the unfinished work from Tri-City Groundbreakers, also there is not set costs associated with the proposed boardwalk addition to the plan which needed to be added as the pathway was running into issues with grading and a retaining wall at a drainage area on the project. Supervisor Morris mentioned that the board would like to have something in writing regarding a set time line. Treasurer Philbrick stated her frustrations with the project overall including costs associated with it, the quality of work from both the engineering and Tri-City Groundbreakers and the overall quality of the work. Trustee Durfee mentioned that he has continued safety concerns about the unfinished pathway with kids and foot traffic.

MOTION BY MORRIS, SECOND BY PHILBRICK TO EXSTEND THE CONTRACT WITH GROUNDBREAKERS AND LAPHAM AND ASSOCIATES TO SEPTEMBER 3RD 2021 AND ENDORSE THE MAINTENCE LETTER FOR THE PATHWAY AND ALLOW FOR THE PERMITTING OF THE PATHWAY TO PROCEED. YEA – HICKMOTT, PHILBRICK, DURFEE, AND MORRIS. NAY – NONE ABSENT – SELINSKI MOTION CARRIED .

PUBLIC COMMENT: NONE ADDITIONAL.

MOTION BY MORRIS, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 4:28 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
August 11th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski, and Mike Durfee

Public Present: Ron Zarem, Jim Delhanty, Cindy Scott, Mr. Sanmiguel, Mr and Mrs. Braendle

Absent: NONE

MOTION BY SELINSKI, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI. NAY – NONE. ABSENT DURFEE. MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE JULY 11TH 2021 MEETING MINUTES AND THE JULY 26TH SPECIAL MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

Clerk – Provided answers to questions regarding the quality of grass mowing at all township properties and mentioned that he has had discussions with the contractor about improving the services including better trimming and the amount of times the pathway had been cut. Hickmott mentioned that the contractor has been told to do it only twice a month for the remainder of the season.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris reported that repairs have been made to both the pathway bridges along the business loop and that over 4000 screws needed to be used to secure vertical rails on the bridge. It was also mentioned that road improvements have been completed on highland drive and that ditching was done on Brookside. The work on Brookside though was not what the residents were expecting and they were not too pleased.

Treasurer – Reported that things have been running smoothly and things have been quiet. She wanted to remind everyone that property taxes are due on September 14th.

Trustee Selinski – mentioned that he has reviewed the accounts and everything was good and he also brought up about neighbors burning trash and also information regarding the ditching on Brookside that the supervisor had covered already.

CORRESPONDENCE: Par Plan Information was given to the board.

PUBLIC COMMENT: Several residents from Peach Lake had comments regarding the Peach lake alley's that are dedicated to the public. Stephanie Braendle had concerns regarding the structure on the alley, issues with law enforcement and also just general issues. Mr. Sanmiguel also brought up issues regarding peach lake including policing issues. The board echoed the opinion of the attorney and also the

need for the neighbors to work to redraw the plat to correct a good deal of these issues being the plat was established over 100 years prior to 2021.

NEW BUSINESS:

Audit Presentation – Cindy Scott with Stephenson and Company presented the township board with the 2020 – 2021 fiscal year audit. Overall the township is in a health position going forward and no major issues only minor thing needing to be addressed and of those issues the treasurer and clerk are working to correct those prior to the presentation. Cindy did recommend that the township come up with a 5 year plan to use a portion of the 1.2 million dollar fund balance as the balance continues to be rather high.

Fireworks Request – The Township board received a request from Ronald Quick for a fireworks show at 626 West State Road. Hickmott mentioned that this is an annual event typically and that township has passed this in the past.

MOTION BY HICKMOTT AND SECOND BY MORRIS TO APPROVE THE FIREWORKS PERMIT REQUEST FOR 626 WEST STATE ROAD. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE AND MORRIS. NAY – NONE. MOTION CARRIED

Public Input Session for Marijuana Facilities – The board was presented with an early on concept for a marijuana facilities ordinance. It was discussed that the board should have a public input session to get a feel and also thoughts from the public and potentially allowing these facilities in the township. The board generally agreed that the date of September 22nd at the township hall at 6:00 PM will work out for everyone to attend.

OLD BUSINESS: NONE

PUBLIC COMMENT: NONE

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

Meeting adjourned at 7:01 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Special Meeting
August 25th, 2021 DRAFT MINUTES**

Special Meeting opened with the Pledge of Allegiance at 6:00 pm.

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

Public Present: Darleen Jones, Tom Jones, Neal Roy, Judy Roy, Jim Delehanty and an individual present but withheld name.

Board Absent: Diane Philbrick

MOTION BY MORRIS, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED.
VOICE VOTE: YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE, NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

MINUTES OF OTHER MEETINGS: None.

REPORTS: Board Members did not have any reports at the time of this Special Meeting.

CORRESPONDENCE: NONE

PUBLIC COMMENT: Comments were provided from members of the public regarding the proposed expansion of the Rifle River Outlet Drain Drainage District into Ogemaw County. All members of the public stated their opposition to the expansion and also wanted to know what the justification was for this expansion. The board reiterated that this has been the problem with this proposal that very little information was given to anyone from the drainage board on what the justification was. Jim Delehanty also provided the board and the public know about previous history in Arenac county regarding the Whitney Dam and that some of this could be related to work that needs to be addressed with that and they are having financial issues to address that.

NEW BUSINESS:

Resolution 8-25-2021-RR0DDD / Rifle River Drain Program – The Board was presented with a resolution of opposition to the expansion of the Rifle River Outlet Drain Drainage District into Ogemaw County. Supervisor Morris stated that this is very similar in nature to resolutions that have been passed or are going to be passed this week all across Ogemaw County in the affected townships. He also mentioned that this resolution has been passed by the County Board of Commissioners and also the County Road Commission. Members of the public did ask if the board passed this resolution if it would stop this from happening. Clerk Hickmott reiterated that this resolution is not a guarantee that the expansion won't happen, what it does is basically states the townships opposition to the expansion and makes sure that our opposition is on the record.

MOTION BY DURFEE, SECOND BY MORRIS TO APPROVE RESOLUTION 8-25-2021-RR0DDD AGAINST THE RIFILE RIVER OUTLET DRAIN DRAINAGE DISTRICT EXPANSION AS PRESENTED. ROLL CALL YEA – HICKMOTT, SELINSKI, DURFEE, AND MORRIS. NAY – NONE ABSENT – PHILBRICK MOTION CARRIED .

Resolution 8-25-2021-RRC – The board was presented with a resolution to engage in the State Wide Redevelopment Ready program. Clerk Hickmott elaborated on the program and the benefits of it including opportunities to attached new development to the community, to help redevelop current

property, help to attract new businesses, and encouraging Mixed Use developments that could help to address housing issues into the West Branch Area as a whole.

MOTION BY HICKMOTT, SECOND BY MORRIS TO APPROVE RESOLUTION 8-25-2021-RRC IN SUPPORT OF THE ENGAGEMENT OF WEST BRANCH TOWNSHIP IN THE REDEVELOPMENT READY PROGRAM. ROLL CALL YEA – MORRIS, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

MDOT M-55 Agreement / Regarding Pathway – Both a Contract and Resolution were presented to the Township Board at the request of the Michigan Department of Transportation regarding final steps for the approval of the M-55 Pathway permit. Clerk Hickmott stated that this needs to be done as one of the last steps to get approval of the permit for the pathway. The contract covers who is responsible for maintaining the pathway and the maintenance of that pathway as well. It was stated that the maintenance would be the same as the townships current main pathway along the business loop.

MOTION BY HICKMOTT, SECOND BY DURFEE TO APPROVE THE MDOT RESOLUTION AND CONTRACT AS PRESENTED. ROLL CALL YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE. NAY – NONE, ABSENT – PHILBRICK. MOTION CARRIED.

PUBLIC COMMENT: NONE ADDITIONAL.

MOTION BY MORRIS, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 6:34 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
September 8th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski, and Mike Durfee

Public Present: Ron Zarem and Mark Surbrook

Absent: NONE

MOTION BY SELINSKI, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS, SECOND BY PHILBRICK TO APPROVE THE AUGUST 11TH 2021 MEETING MINUTES AND THE AUGUST 25TH SPECIAL MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

County Commissioner: He provided the board with an update regarding the road patrol and trying to get the night program up and running but there are still staffing issues that are preventing some of this from moving forward. The Sheriff's office is also trying to organize shifts that might make even a partial night road patrol program possible. The county is ongoing with Union negotiations with all departments.

Clerk – Hickmott provided the board with information regarding some zoning projects that people have shown interest in, in the township including Murphy Gas Station wanting to demo the site and build a new store and interest in the Old Waste Management Transfer Station site, but he also mentioned that neither project has pulled permits as of yet. He also provided the board with an update regarding the DDA's progress and continued challenges with the M-55 project and challenges with MDOT.

MOTION BY SELINSKI, SECOND BY MORRIS TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris gave the board an update regarding several ongoing and needed repairs on the townships infrastructure specifically water and sewer line and equipment issues. He mentioned after the severe weather that passed through the area water pressures issues became more significant and that a \$25,000 emergency repair needed to be made to the tower in an effort to make sure we are getting accurate pressure reads off the tower. Also it was mentioned that a drainage turn issue with the sewer line in front of the outlet mall has been corrected as well.

Treasurer – Reported that taxes have been coming in at a steady rate and also she wanted to remind everyone that taxes are due on September 14th and she would be in the office the entire day on the 14th and also that after September 14th that a penalty does get added to the bill after the due date.

Trustee Selinski – mentioned that he has reviewed the accounts and everything was good condition and nothing seemed to out of the ordinary. He also met with a resident on Peach Lake who has concerns with run off from surrounding farms in the area and the impacts that could have on the lake.

Trustee Durfee – Mentioned that he has been looking into getting this worked on in the cemetery a bit and that he is going to check with the historic society about trying to find out more information regarding some of the old sections of the cemetery.

Correspondence: A welcome letter was received from the Michigan Economic Development Corporation welcoming West Branch Township into the Redevelopment Ready program.

PUBLIC COMMENT: Ron Zarem had a few questions regarding the status of the Rifle river drain program. He also provided an update regarding the status of moving out the scrap metal at the transfer station site and that there are a couple plans to keep that cleaned up and have it not become a problem.

NEW BUSINESS:

Insurance Presentation – Hickmott provided the board with a copy of the proposed increase for the township insurance for the 2021-22 year which does have a 5% increase over the previous year from \$5730.00 up to \$6,096.00. The Representative from Par-Plan was supposed to attend the meeting but canceled and stated he would be able to attend the meeting in October.

Resolution 09-08-2021 – The Township board received a copy of this resolution which states the township policy and procedures for real property exemptions. This resolution was forwarded to the township board by the assessor at her request to approve. She stated that this resolution and the policies in it need to be in place before the AMAR audit for assessing next year.

MOTION BY MORRIS AND SECOND BY DURFEE TO ADOPTED RESOLUTION 09-08-2021.
ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE AND MORRIS. NAY – NONE.
MOTION CARRIED AND RESOLUTION ADOPTED.

DDA Vacancy – Hickmott and Morris brought it to the rest of the board that the DDA currently has one vacancy due to no compliance with the DDA's by-laws regarding attendance. So the board was informed that if they know of individuals that would be interested to please contact the township. A few names were brought up at the meeting as potential choices to fill the vacancy.

OLD BUSINESS: NONE

PUBLIC COMMENT: NONE

MOTION BY HICKMOTT, SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE
ALL YES. MOTION CARRIED.

Meeting adjourned at 6:34 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Special Meeting
September 22nd, 2021 MINUTES**

Public Input Session / Special Meeting opened with the Pledge of Allegiance at 6:00 pm.

Board Present: Jim Morris, Jeremy Hickmott, Dian Philbrick, Mike Selinski and Mike Durfee.

Public Present: Jim Delahanty, Sue Delahanty – EDC, Scott Bell, Cort Kwiecinski, Joe Nagie, Soloman, Caman, Dan Harris

PUBLIC INPUT SESSION OPENED: Sue Delahanty with the Ogemaw County EDC presented the board with information regarding the utility needs have grow facilities and the impact on utilities that those type of facilities. She also mentioned that she is personally not opposed to having the facilities but that she was at the meeting on behalf of the Ogemaw County EDC. Information was also presented to the board by members of the public present including how the tax revenue is allocated to the community, impacts that recreation marijuana facilities have had on other communities that they might be familiar with and crime issues. Also discussion was had between the board members and members of the public regarding the differences between marijuana usage and prescription drug use. Clerk Hickmott also went over with members of the public several details of the proposed ordinance including regulatory aspects, what could be required of the facilities, and distances from religious institutions, parks, and schools.

It was also mentioned that on average the Recreation facilities employ about 20 to 30 people on average, that this year the use tax allocation is on pace to be about forty thousand per recreational facility, and that revenues brought in from recreational facilities have no pre designated areas where the township must use the revenues.

Also during the public comment portion of a letter of support was read by Clerk Hickmott in support of the recreational facilities.

PUBLIC INPUT SESSION CLOSED AT 6:43PM.

MINUTES OF OTHER MEETINGS: None.

NEW BUSINESS:

Recreation Marijuana Facilities Board Discussion / Opinions / Changes – The board presented with the proposed ordinance and had a lengthy discussion regarding the proposed Recreational marijuana facilities ordinance which if approved would be call ordinance 53. Clerk Hickmott went through the 23 page ordinance page by page in an effort to make sure the board knows what is in the overall ordinance and to make sure the public was aware of everything as well. Treasurer Philbrick did mention that she was surprised along with other board members that there were not more people at the meeting considering what the issue was. It was echoed that the board met every reporting requirement for ordinance implementation and that this has been discussed at previous board meetings dating back to August and September and the Planning Commission has been discussing the subject for a while as well.

PUBLIC COMMENT: NONE ADDITIONAL.

MOTION BY MORRIS, SECOND BY SELINSKI TO APPROVE ORDINANCE 53 AS PRESENTED TO THE BOARD. ROLL CALL, YES – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS, NO – NONE, ABSTAIN – NONE. MOTION PASSED.

MOTION BY MORRIS, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE:
YEA – MORRIS, HICKMOTT, SELINSKI, DURFEE, PHILBRICK NAY – NONE. MOTION
CARRIED.

Meeting adjourned at 7:10 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
October 13th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski, and Mike Durfee

Public Present: Glen Gutierrez, Jim Delahanty, Paul Olsen, Terri Barnhart, Ron Zarem and Mark Surbrook

Absent: NONE

MOTION BY PHILBRICK, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY PHILBRICK, SECOND BY MORRIS TO APPROVE THE SEPTEMBER 8TH 2021 MEETING MINUTES AND THE SEPTEMBER 22ND SPECIAL MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

County Commissioner: He provided the board with an update regarding the current status of the union negotiations within the county. Surbrook also presented information to the board about millage reductions including the road patrol which decreased from 1 mill to .35 and the MSU extension was cut in half. He also provided an update about the county budget which does not include a surplus but that they are hoping to be off the revolving fund in about 4 years.

Clerk – Hickmott provided the board with information regarding the upcoming special planning meeting for a special use permit for the Old Waste Management Transfer Station site to be turned into a trucking facility. He also provided the board with an update regarding the DDA's progress and continued challenges with the M-55 project including the pathway and challenges with MDOT.

MOTION BY MORRIS, SECOND BY SELINSKI TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris gave the board an update regarding the continued progress on the building including the new doors that will be coming in the future. Outside of the building updates he did mention that things have been fairly quiet.

Treasurer – Reported that taxes collection has been completed and that the majority of the taxes have come in already. She also mentioned that the next tax bills will be going out in December with a township newsletter this year.

Trustee Selinski – mentioned that he has not had a chance to review the accounts by the time of the meeting and also he wanted a status update regarding the house on Brookside that has been in the foreclosure process and is in very poor condition.

Trustee Durfee – Mentioned that he has been looking into getting this worked on in the cemetery a bit and that he is going to check with the historic society about trying to find out more information regarding some of the old sections of the cemetery and work to make sure veterans graves are identified well.

Correspondence: PAR PLAN Newsletter for the board members.

PUBLIC COMMENT: NONE

NEW BUSINESS:

West Branch District Library – Terri Barnhart with the West Branch District library presented the libraries case to the township board regarding the libraries opinion about the DDA capturing funds from the library. She had provided information regarding their attorney’s interpretations of the law regarding the millage and if it is new or a previous renewal (which that was no provided at the meeting). The library also presented a “demand letter” to the board and the DDA requesting the fees back. Terri also echoed some of the financial challenges the library has had the past year.

Hickmott provided the board with the legal opinion from the township attorney from March of 2021 regarding the continued capture of the funds from the library millage. The attorney clearly lays out the because the library’s millage is NOT a new millage that the law change does not apply to a previous millage even if they are renewed and also because the DDA still has bonded indebtedness that pre dates the law change the DDA still is within its rights and the law to capture the funds.

Philbrick also requested that she and the rest of the board would like to have more information from the library including seeing what the ballot stated when the vote was held, if the ballot measure said renewal or new millage.

THE BOARD TOOK NO ACTION ON THE SUBJECT ABOVE.

Q2 Budget Adjustments – Hickmott provided the board with a review of the budget for the second quarter of 2021. There were nine items that needed to be adjusted for a total of \$35,655 in total adjustments this quarter. The largest of which was in the capital outlay due to the parking lot construction work.

MOTION BY PHILBRICK AND SECOND BY DURFEE TO APPROVE ALL BUDGET ADJUSTMENTS IN THE AMOUNT OF \$35,655. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINKSI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED

Audit Agreement – The board was presented with renewal information from Stephenson and Company for the township and the DDA audit. The board generally agreed that the service that was provided over the years has been good quality and we have been happy with the work. The agreement would keep Stephenson and company as the auditors for the next 5 years.

MOTION BY MORRIS AND SECOND BY HICKMOTT TO ENETER INTO THE AGREEMENT WITH STEPHENSON AND COMPANY FOR AUDIT SERVICES FOR THE NEXT 5 YEAR. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE MOTION CARRIED.

Municipal Underwriters of Michigan – Paul Olsen with Michigan Underwriters presented the board with an insurance renewal to the township. He also gave a small presentation regarding the current services the

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township has and also some potential new services the township may want to consider. The quote presented to the board was for \$6,096.00 which is about 5% more than last year.

MOTION BY SELINSKI AND SECOND BY MORRIS TO RENEW WITH MICHIGAN MUNICIPAL UNDERWRITERS OF MICHIGAN FOR \$6096.00. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE AND MORRIS. NAY – NONE MOTION CARRIED.

Hodgins Asphalt and Paving Snow Plowing Renewal – The board was presented with information from Hodgins Asphalt for the continued snow removal at all township properties. The price quotes were on par with years past and the board was in general agreement that the service that Hodgins has provided in the past has been good and there has been no issues.

MOTION BY SELINSKI AND SECOND BY DURFEE TO ACCEPT THE RENEWAL OF HODGINS ASPHALT FOR SNOW REMOVAL. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE MOTION CARRIED.

OLD BUSINESS:

DDA Board Vacancy – Morris presented information to the board that he would like to see Mark Pachellow owner of the Town Club party store appointed to the DDA board. He has shown interest in the vacant spot and has attended that last meeting to see how the board works and what gets accomplished.

MOTION SELINSKI AND SECOND BY HICKMOTT TO APPROVE THE APPOINTMENT OF MARK PACELLA TO THE DDA BOARD. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

Fee Schedule – Hickmott provided the board with a copy of the updated fee schedule. The fee schedule needed to be updated again to reflect the upcoming introduction of the Marijuana fees to the schedule.

MOTION BY PHILBRICK AND SECOND BY MORRIS TO ADD THE MARIJUANA FEES TO THE TOWNSHIP FEE SCHEDULE. ROLL CALL: YEA – HICKMOTT, PHIBLRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED

PUBLIC COMMENT: Glen Gutierrez made a statement of support to the township board regarding its decision, handling, and ordinance regarding recreational marijuana in the township.

MOTION BY HICKMOTT, SECOND BY MORRIS TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 6:57 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
November 10th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski, and Mike Durfee

Public Present: Jim Delahanty and Ron Zarem

Absent: NONE

MOTION BY PHILBRICK, SECOND BY SELINSKI TO APPROVE THE AGENDA WITH REVISIONS AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY DURFEE, SECOND BY SELINSKI TO APPROVE THE OCTOBER 13TH 2021 MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

Clerk – Hickmott provided the board with information regarding approval of the special use permit and site plan review for the Old Waste Management Transfer Station site to be turned into the Four Star trucking facility. He also provided the board with an update regarding the DDA's progress with the M-55 project including that the DDA voted to separate with Tri-City Groundbreakers and work on finding their own contractors for the remaining work on the pathway and the boardwalk. Also Hickmott mentioned that the Business Loop Christmas / Holiday banners were installed

MOTION BY MORRIS, SECOND BY DURFEE TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris gave the board an update regarding the newsletter and the fact that Gypsy Moth spot spraying information was added. He also updated the board on the continued building improvements and that the goal is to have everything completed by the end of the year. He also mentioned that floors were going to be finished next week.

Treasurer – Reported that things have been quiet and that the tax roll was heading in potentially this week for processing and that Tax will be going out soon.

Trustee Selinski – mentioned that he reviewed the accounts and everything looked well and there was nothing out of the ordinary, and also he wanted a status update regarding the house on Brookside that has been in the foreclosure process and is in very poor condition.

Trustee Durfee – Mentioned that the library's attorney who has been working on the questions regarding the T.I.F DDA capture had to leave the library due to conflict of interest issues and that the library would be looking for different representation.

Correspondence: Letter from MTA and also the Approved ARAP Funding Letter.

PUBLIC COMMENT: Ron Zarem brought up the need for reflectors to be installed on the split rail fence to avoid it from being hit by vehicles.

NEW BUSINESS:

Discussion on ARPA Funding – The township board was provided information regarding the ARPA funding that will be allocated to the township and what those funds could potentially be used for. Hickmott brought up that the information provided was from MTA and that there are many uses that the monies can be used for. Some of those uses included broadband, sewer and water, and many other things. This subject was mainly brought to the board so options can be looked and the board can think about where they would like to see the monies used.

NO ACTION WAS TAKEN ON THIS SUBJECT.

OLD BUSINESS:

Ordinance 52 Marijuana Zoning Amendment – The board was presented the final draft of Ordinance 52 which would amend the zoning ordinance to reflect zoning regulations for Marijuana Facilities. The board had further discussions on the Economic impacts or having these facilities and the types of facilities that are regulated under the zoning amendments. Also Selinski had brought up that once the revenues start to come in that he would like to see the Recreation board which needs upgrades at the Dam Road facility be looked at as a possible beneficiary of the new revenues from the Recreational Marijuana revenues. The board was in general agreement that this would be a good idea in the future.

MOTION BY PHILBRICK AND SECOND BY HICKMOTT TO APPROVE ORDINANCE 52 AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHIBLRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED

PUBLIC COMMENT: NONE

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

Meeting adjourned at 6:38 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk

**West Branch Township
Regular Meeting
December 8th, 2021 DRAFT MINUTES**

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

Board Members Present: Jim Morris, Diane Philbrick, Jeremy Hickmott, Mike Selinski, and Mike Durfee

Public Present: Jim Delahanty Mark Surbrook, and Ron Zarem

Absent: NONE

MOTION BY SELINSKI, SECOND BY DURFEE TO APPROVE THE AGENDA AS PRESENTED. VOICE VOTE: YEA – MORRIS, PHILBRICK, HICKMOTT, SELINSKI, AND DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS, SECOND BY SELINSKI TO APPROVE THE NOVEMBER 10TH 2021 MEETING MINUTES AS PRESENTED. VOICE VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED

MINUTES OF OTHER MEETINGS: NONE

REPORTS:

County Commissioner – Information was provided to the board that the county has appointed two new people to the commission on aging board. Commissioner Surbrook also mentioned that the county commissioners terms are going to be expanded from 2 year terms up to 4 year terms. Information was also provided that the sheriff's office is working on the 24 hour road patrol and also they have hired two new officers out of the academy. Also there was not much new information regarding the status of the Kirtland College mileage.

Clerk – Hickmott provided the board with information regarding upcoming special use permits and site plan reviews on the planning Commission agenda for January 4th which includes 3 marijuana facilities and one mixed use building. He also provided the board with an update regarding the DDA's progress with the M-55 project including that the DDA voted to award the paving bids to Hodgins asphalt and paving for the remaining work on the pathway.

MOTION BY MORRIS, SECOND BY PHILBRICK TO APPROVE THE BILLS. ROLL CALL VOTE: YEA - MORRIS, HICKMOTT, PHILBRICK, SELINSKI, DURFEE. NAY – NONE. MOTION CARRIED.

Supervisor – Morris gave the board information regarding the status of the planning for the gypsy moth spraying for the 2022 year. He mentioned that having the spraying information in the newsletter has worked well as the township has received several requests for spraying already. He also reminded the board that Board of Review is scheduled for December 15th 2021.

Treasurer – Reported that things have been quiet and that tax collections has got started and people have been coming in to pay.

Trustee Selinski – mentioned that he reviewed the accounts and everything looked well and there was nothing out of the ordinary, and also he wanted a status update regarding the house on Brookside that has been in the foreclosure process and is in very poor condition. He also wanted some information regarding changes to the dangerous building ordinance.

Trustee Durfee – did not have much to mention as the library board meeting was cancelled.

Correspondence: NONE

PUBLIC COMMENT: Ron Zarem brought up some information regarding the transfer Station including new locks at the site and also he requested that the board pay the transfer station attendant for the Saturday Holiday closers and the board agreed to pay for both closure days.

NEW BUSINESS:

Chamber of Commerce Presentation – The township board was suppose to be provided an update from the chamber of commerce regarding up coming and ongoing projects but not representation from the Chamber of Commerce was present. Each board member did mention a project that they were aware of including the new sign, holiday events, and the Santa Train events.

NO ACTION WAS TAKEN ON THIS SUBJECT.

Ordinance Review Dangerous Building / Civil Infraction - The board was presented information regarding the updates to the dangerous building ordinance and also the newly proposed civil infraction ordinance. The board reviewed both ordinances and had some questions including procedures and also how the ordinances would be enforced.

MOTION BY MORRIS AND SECOND BY SELINKSI TO ADOPT THE UPDATED DANGEROUS BUILDING ORDINANCE. ROLL CALL: YEA – MORRIS, HICKMOTT, PHILBRICK, SELINKSI, AND DURFEE. NAY – NONE. MOTION CARRIED.

MOTION BY MORRIS AND SECOND BY DURFEE TO ADOPT THE WEST BRANCH TOWNSHIP CIVIL INFRACTION ORDINANCE. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE MOTION CARRIED.

Road Fund Establishment – Hickmott presented the board with information regarding the creation of a township road fund. This fund would allow the township to set aside monies in a different fund and allow that money to accumulate over time so that the township will have more money in the future for road projects. Morris mentioned that road work and road projects are only increasing in costs over time.

MOTION BY PHILBRICK AND SECOND BY MORRIS TO ESTABLISH A ROAD FUND TO ALLOW THE TOWNSHIP TO SET ASIDE FUND FROM YEAR TO YEAR BY WAY OF MOTION. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINKSI, DURFEE, AND MORRIS. NAY – NONE MOTION CARRIED.

Marijuana Fund Establishment – Hickmott presented the board with information from the township auditor regarding the establishment of the township Marijuana Fund. This fund would be established and would allow for all revenues brought in through marijuana funding including permit fees, application fees, and state contributions to be set into a single fund. Hickmott echoed too that this is a good move so we know where this new revenue would be allocated and also to help increase transparency regarding marijuana in the township.

MOTION BY PHILBRICK AND SECOND BY HICKMOTT TO ESTABLISHE THE WEST BRANCH TOWNSHIP MARIJUANA FUND. ROLL CALL: YEA – HICKMOTT, PHILBRICK, DURFEE, SELINKSI, AND MORRIS. NAY – NONE MOTION CARRIED.

**West Branch Township
Regular Meeting
December 8th, 2021 DRAFT MINUTES**

Fire Department Funding – Information was provided to the board from Supervisor Morris from the West Branch Area Fire Department for the annual contribution. West Branch Township’s portion for this fiscal year shows an amount of \$53,028.00. Morris also mentioned that the Fire Department has changed billing and collections company and that funding is being set aside for truck and equipment upgrades.

MOTION BY MORRIS AND SECOND BY DURFEE TO PAY THE CONTRIBUTION AMOUNT OF \$53,028.00 FOR THIS CURRENT FISCAL YEAR. ROLL CALL: YEA – HICKMOTT, PHILBRICK, SELINSKI, DURFEE AND MORRIS. NAY – NONE . MOTION CARRIED.

Resolution #12-8-2021 A Meeting Schedule – The board was presented the annual meeting schedule for 2022. Hickmott mentioned that there has been the addition of a Holiday closure schedule and also a policy built in to include weather related closures as well. The holiday closures would follow the same schedule as the Federal Government and the Weather related closers would follow the West Branch / Rose City Schools.

MOTION BY PHILBRICK AND SECOND BY DURFEETO ACCEPT RESOLUTION 12-8-2021 A MEETING SCHEDULE. VOICE VOTE ALL YES RESOLUTION ADOPTED.

OLD BUSINESS:

Resolution number 12-8-21 B for the Redevelopment Ready program – The board was presented with a resolution to continue moving forward in the redevelopment ready program and also presented with a letter from the Michigan Economic Development Corporation and the Townships Baseline development ready report. Hickmott detailed what this step means in the program and what is going to be involved moving forward.

MOTION BY DURFEE AND SECOND BY HICKMOTT TO ADOPT RESOLUTION 12-8-2021B AS PRESENTED. ROLL CALL: YEA – HICKMOTT, PHIBLRICK, SELINSKI, DURFEE, AND MORRIS. NAY – NONE. MOTION CARRIED

PUBLIC COMMENT: Philbrick gave the board some information regarding a water meter issue at the IREASA building and that a representative maybe coming to the board in the future over issues with the billing. Selinski also had questions regarding the status of an marijuana stuff in the city of West Branch.

MOTION BY MORRIS, SECOND BY DURFEE TO ADJOURN THE MEETING. VOICE VOTE ALL YES. MOTION CARRIED.

Meeting adjourned at 6:58 pm

Date

Jeremy R. Hickmott, West Branch Township Clerk