



Meeting Minutes January 21st 2021

Meeting Called to order by President B. Griffin Jr. at 4:00 PM

Members Present - Bob Griffin Jr., Jim Morris, Greg Morris, Jay Spaulding, Taggart McCreddie, Laura Hanlon, Brad Neubecker, Ryan Munson

Members Absent - Ken Gildner

Other Present at Meeting - Jeremy R. Hickmott, Scott Bell, Bruce - Primary Electric, Chris - Lumecon, and Ryan Donahue.

The Meeting Minutes from 1-21-2021 were approved with motion by Griffin Jr and 2nd by R. Munson and all YES on the Roll call.

Correspondence - None

President's Report - B. Griffin Jr. did not have information that needed to be added to the meeting during the President's Report.

Treasurer's Report - The treasurer's report was presented by J. Spaulding which shows the DDA has a fund balance of \$984,039.56 as of January 19th 2021. It was also mentioned that a "dormant fee" for the past three months had charged by the Bank but that he and the township treasurer were checking into that in an effort to get it reversed.

The following invoices were submitted to the Treasurer and approved for Payment.

- Lapham Invoice for continued M-55 Work, Bid Work and Permits / Easements, Invoice Number ~~0047~~ - \$3,475.00
- Jeremy R. Hickmott (Contract Work), Invoice Number 010 and 011 - \$2,000.00

Motion by Morris and 2nd by Spaulding to pay Invoices - ALL YES ON Roll Call.

Old Business:

M-55 Infrastructure Work Update - Scott Bell presented the board with information regarding the process of the project on M-55 and the fact that the project has now begun with digging work along M-55 near the business loop. Several changes have come through with the project including an increase of piping costs and MDOT requested traffic control measures. Bell also mentioned that MDOT is watching the project rather close and they are not pleased with the fact the project has stated in the winter season. Options are being looked at as well to lower the cost of the retention wall in the project as it has potentially come in 3 times the planned costs. The board did request what the time line looks like as of now and Bell echoed that has become a bit

foggy with the increase in costs, weather, and MDOT but it is looking to be about 3 to 4 months. Discussion was also had about potential cuts if need be in an effort to keep costs down including cutting some of the sewer parts of the project.

RV Park Update - Scott Bell also presented some information regarding the Secret Campground project. It was mentioned that the campground project has also come in over the planned budget for that project as well. Options are being looked at currently in an effort to drive down those costs as well including a potential re-bid of the project or finding way to trim the entire project. Tri-City ground breakers was the only bidder for this project as well.

Library Opt-out Information - Jeremy Hickmott presented the board with information regarding the library Opt-Out that Mike Durfee has been requesting of the DDA board. Hickmott presented the information that the DDA has bonded indebtedness that it holds and there for it will prevent the library from becoming except. Jay Spaulding did echo that the DDA can't take on new debt to avoid the library from being able to capture money in the future.

NEW BUSINESS:

Two Informational Meeting Annually – Jeremy Hickmott provided information regarding the need to schedule two informational Meetings annual. He explained this basically boils down to the need to have these meetings posted in the newspaper and is required by State Law. The board by consensus to make the Meetings for April and October 2021. These meetings will be held at the same time as our regular board meetings.

DDA Budget Presentation – Jeremy Hickmott provided the DDA board with a proposed budget for the up coming fiscal year. The budget did include a planned pay back amount for Cook Road, lighting poles, and plans to expand banners along with new projects. The board did ask if this budget includes room for M-55 over runs. Hickmott stated that it did not and that he would work on going over the budget. Hickmott did mention that the DDA does still have some time to get things set before a budget is needed for the fiscal year.

Street Lighting Update – Bruce from primary electric and Chris from Lumecon presented the DDA board with significant information regarding the repairs of the light poles along the business loop, M-76, and M-55. Primary Electric and also Lumecon did state that the equipment in the heads of the lights is incorrect and is causing the fixtures to get over heated. This is causing the lights to go out in large sections and will also cause them to flicker as well. Bruce and Chris both stated that the equipment inside the heads can be replaced with new equipment and also that the Lumecon equipment does come with a 10 Year warranty. Bruce had also mentioned that there would be an energy savings with the new equipment and also that there is some voltage drops at some of the poles and this could be due to incorrect wire at some of the poles or how the lighting system was expanded over the years. Bruce also mentioned that there is some charring in the system. McCreddie did ask how many fixtures the DDA would need to purchase at one time and Chris from Lumecon did say there is a minimum of 10 fixtures that would need to be ordered at one time.

Banner Hardware Upgrades – Jeremy Hickmott presented information to the DDA regarding new straps that need to be purchased for the Banners along the business loop. He mentioned that being the business district is not a "traditional" downtown our area deals with a higher level of wind which is cause our straps to become loose. The new proposed straps will allow us to adjust the straps easier and allow us to put up different size banners as well. Jim Morris did compare the straps to an exhaust clamp as a good example. Hickmott stated he would buy the

straps a few at a time and then have the DDA pay him back in an effort to avoid a large expenditure.

Public Comments: NONE

The Date for the next DDA Meeting is February 18th 2020 at 4:00 PM at the West Branch Township Hall.

Motion by J. Morris and 2nd by Jay Spaulding to adjourn the Meeting at 5:20pm.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary

Meeting Minutes April 15th 2021

Meeting Called to order by President B. Griffin Jr. at 4:06 PM

Members Present - Jim Morris, Greg Morris, Bob Griffin Jr., Jay Spaulding, and Ken Gildner

Members Absent - Laura Hanlon, Taggart McCreddie, Ryan Munson, and Brad Nuebecker

Other Present at Meeting - Jeremy R. Hickmott, Scott Bell

The Meeting Minutes from March 18th were approved with motion by B. Griffin Jr. and 2nd by J. Spaulding and ALL YES on the Roll call.

President's Report

B. Griffin Jr. reported information regarding the proposed upgrades at the Secret Campground project. Project details included 30 amp electric upgrades, the amount of campsites being hooked to the sewer system was down from 50 sites to only 40 sites, and plans for barrier free sites. He also reported that the project overall is still over budget and that all options are being looked at in an effort to reduce costs. Also that connection costs were far more than originally planned and that maybe a deal or some level of a compromise could be worked out with the township in an effort to reduce connection costs being this is a good asset to the community.

Treasurer's Report

The Treasurer's report was presented by J. Spaulding which shows the Checking, Savings, and TCF CD accounts combine had a balance of \$703,015.54 as of April 15th 2021. It was stated in the Treasurer report that a check to Ground Breakers for the M-55 work for 107 thousand was written but had yet to clear before the Treasurer's report. ~~Also it was mentioned that the TCF CD would be left alone so that it would be available for when the costs come due for the DBA contribution to the Secret Campground project.~~

Motion by J. Morris and 2nd by K. Gildner to accept the Treasurers Report as presented. ALL YES on Roll call Vote.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-02 - \$1,000.00
- Lapham (M-55 Project), Invoice Number 21320 - \$ \$3,475.00
- Lapham (West Branch Steel Soil Study), Invoice Number 21336 - \$ 3,500.00

Motion by G. Morris and 2nd by J. Morris to pay all Invoices as presented. - ALL YES on Roll Call.

OLD BUSINESS:

M-55 Infrastructure Update

Scott Bell presented information regarding the progress of the M-55 infrastructure project. It was mentioned that there were some issues at the Foster Oil gas station regarding the water line to the building. The water line was hit twice by Groundbreakers as it was not completely known where the line was and how it was running to the station.

It was also mentioned that there has been some ground contamination discovered in the right of way zone and that the State has been informed about the issues in that area. Bell did mention that the DDA would have to cover the costs for the removal of the dirt that the project did tear up. The board asked how much that cost would be, there was not a for sure cost at the time of the meeting but could be as high as 10 thousand. There was some small additional costs regarding connection to the 16" main line and the fact that Groundbreakers needed a reducer to connect to that line.

Bell also presented information regarding the boardwalk and that fact that we are waiting on Lansing to sign off on the boardwalk plan and also that the helical work would be up to 36,000 dollars but even with that the boardwalk should come in near or slightly under budget compared to the wall or the terrain change plan.

Street Light Cost Presented

Hickmott gave the board an update regarding the fact that we are still waiting on primary electric to get the equipment from Lumecon. He was told by Primary Electric that it could be four to six weeks out and that was a couple weeks ago. He also mentioned that progress is being made on the Banners getting them repaired from the Fall and Winter season and that the plan is to hopefully have the banners all repaired again by memorial day and to have all the lights back in working order by the 4th of July depending on how fast we get equipment.

RV Park Update on Upgrades

B. Griffin Jr. mentioned that most of the updates regarding the Secret Campground we provided during the presidents report and that there was nothing additional to that to report.

NEW BUSINESS:

West Branch Steel - Property Acquisition

Hickmott and Bell presented the board with copies of the environmental soil report for the West Branch Steel property. Bell mentioned that the report has shown improvements in the soil from the last time that the report was done a few years back. Also it was mentioned that there are still some chemicals that are at high levels mainly just LEAD and that it is not a significant issue to remediate.

Hickmott also presented the board with copies of the proposed purchase agreement and deeds. He mentioned that if the DDA board is willing to sign off on the no cost property acquisition that we would be able to close on the property by the middle of May and that work on the property could begin shortly after that to start cleaning the property up and getting started on improvements.

Hickmott also mentioned that this is just part of an overall larger plan to revamp and improve the entire M-76 corridor and that the property could be used as a launch point for the entire area. He also mentioned that its proximity to the Campground could not only enhance the opportunities for the Steel property but could also help enhance interest in the campground as well.

Bob Griffin Jr. did call into question that if using this property for a community use space, while he said is not a bad idea he does wonder that if using that for a park or community use space is really the best option long term for the site. He also had questions regarding potential very quick expenditures that could pop up like roofing the building and just securing that initially. He wanted other board members opinions on this decision before making a final decision as there was only five board members (a minimum to have the meeting) at the meeting.

Zoning Amendments on M-76

Hickmott did want to make the DDA aware that the Township Planning commission is in motion of adopting three zoning amendments including changes to the essential services section of the zoning ordinance, fencing sections of the zoning ordinance, and the proposed change from Industrial to Urban Mixed Use along all of M-76. Some board members did ask why about the zoning changes. Hickmott stated that it was to further encourage and change the dynamic of M-76 and also to allow more inclusive zoning in that area as Industrial is restrictive and that most of that area has seen zero industrial since zoning was put in place by the township in 2008. The township has taken steps already to improve M-76 which includes listing 23 acres of township land for development, improving the grass ordinance, and now these zoning changes.

Join DDA Meeting April 22nd 2021

Hickmott provided all the board members with a reminder that the First Joint DDA meeting in a year was April 22nd at 7:00 PM at the Ogemaw Township Hall.

Public Comments: NONE

The Date for the next DDA Meeting is May 20th 2021 at 4:00 PM at the West Branch Township Hall.

Motion by B. Griffin Jr and 2nd by J. Morris to adjourn the Meeting at 5:20 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary

Ogemaw Township DDA joint gathering- April 22, 2021

Meeting called to order at 7:01 P.M with the pledge

Members and guests present:

West Branch Township DDA ~ Jeremy Hickmott, Greg Morris, Jim Morris

Rose City DDA ~ Rick Benjamin, Carol Butler, Dave Reasner

City of West Branch DDA ~

Ogemaw Township DDA ~ Yvonne DeRoso, Denis Stephens

No Additions to agenda

Unfinished Business:

- Non-Motorized Pathway Ordinance ~ Yvonne reported that an ordinance had been put together after a work session last year; LaDonna has a copy to review to see if it is enforceable and will advise; she did note that the ordinance needs to be adopted by the County rather than the individual townships
- Yvonne noted that John I, Beckett & Raeder, will hopefully do the cancelled session on DDA:Roles and Responsibilities sometime this summer
- Denis made a motion and Rick supported to schedule balance of year meetings on July 15 & October 21; motion carried; Rick made a motion and Dave supported to make meeting time 6pm; motion carried

New Business

- Yvonne reminded all that the 5176 was coming up to be completed ~ Jeremy looked it up and forms will be available early May, due June 15th...

Reports

- West Branch Rising (previously Rising Tide) ~ no meetings since pandemic, but some of the subcommittees have been busy...
- - a. Housing ~ the City is working with investors on apartments and SF housing
 - b. Branding ~ nothing to report
 - c. Child Care~ nothing to report
 - d. Trails ~ There were a few meetings but not aware of what was discussed; Bike race/meet is coming up late summer or early fall as noted on a Facebook posting; last year's was cancelled. Further info will be sent out at a later date
- Trailhead ~ Emil still working on it
- Iron Bell Project ~no report

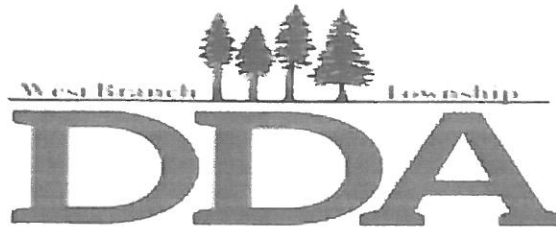
DDA Reports ~

- West Branch Township DDA ~ Jeremy reported that banners had gone back up with some repairs; M-55 project moving right along and getting ready for the pathway; lighting was close to being fixed ~ it was noted that the City and Ogemaw Township would need to find something similar as this particular light is not longer made
- City of Rose City DDA ~ Carol reported the fact that they were ready to pack it up until they joined our Joint meeting and found out about the 5176 funding. They received \$53,000+ from their report. She thanked Frank Goodroe (previous City of West Branch City Manager) for inviting them, John Dantzer, Randy Booth for helping with the forms, Yvonne DeRoso and the group for encouraging them. They also did a banner program similar to City of West Branch (4 banners last year) and have interest for more for this year; finished their Farmer's Market and are working on a Splash Pad project.
- City of West Branch DDA ~ no one attended; Yvonne reported on the M-30 housing project; Jeremy asked about the "Gathering Place" Yvonne noted that John Dantzer should have the plans.
- Ogemaw Township DDA ~ Yvonne reported that they were working on the pathway project with MDOT for 2023 to connect to the City... also hoping to start planning the pathway to Gray Rd and maybe to I-75 exit... Denis reported on the Meijer construction and the Sunoco station. Reported resolution to some of the maintenance issues between the City and the DDA; new members going before the City Council for approval; also a joint planning group formed for city redevelopment

Rick made a motion to adjourn, support by Carol... adjourned @ 7:34pm

Next scheduled meeting, July15th, Ogemaw Township Hall, @6pm

Yvonne DeRoso, Ogemaw Township DDA Chairperson



Meeting Minutes July 15th 2021

Meeting Called to order by President B. Griffin Jr. at 4:05 PM

Members Present - Jim Morris, Greg Morris, Bob Griffin Jr., Jay Spaulding, and Laura Hanlon

Members Absent - Ken Gildner, Taggart McCreddie, Ryan Munson, and Brad Nuebecker

Other Present at Meeting - Scott Bell

The Meeting Minutes from April 16th were approved with motion by B. Griffin Jr. and 2nd by J. Spaulding and ALL YES on the Roll call.

President's Comments:

Treasurer's Report: Presented by J. Spaulding and reported on fund balances in both the checking and savings accounts. Motion by B. Griffin Jr. and 2nd by G. Morris to accept the treasurers report as presented. All Yes on Roll Call.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-05 - \$1,000.00

Motion by G. Morris and 2nd by B. Griffin Jr. to pay all Invoices as presented. - ALL YES on Roll Call.

Administrator Report was presented to the board with details of activities and ongoing things that are being completed and worked on for the DDA.

OLD BUSINESS:

M-55 Infrastructure Update: Scott Bell presented information regarding the progress of the M-55 infrastructure project. Including ongoing issues with the pathway permit and working with MDOT to try and get the concerns addressed so the project can move forward.

RV Park Project: Information was given to the board about the ongoing progress with the RV park including information regarding the bids for the project and lack of them. Also information was provided regarding options for extensions of the current grant from the State of Michigan while costs and details continue to be worked out.

Street Light Cost Presented: Street light progress information was given to the board in the administrators report including a couple additional lights that have gone out since the repairs.

NEW BUSINESS:

DDA Attendance: Information was provided to the board as a reminder of the By-Laws regarding the meeting attendance of the board members and what the policy is regarding that. No Motion was needed on this subject.

Coalition on Hope: The Board was presented with the request from the H.O.P.E Coalition to use the light poles for Suicide awareness banners in September. Motion by J. Morris and 2nd by L. Hanlon to approve the use of the light poles for the banner promotion. Voice Vote all Yes

Annual Schedule: The board was presented an annual schedule for the remainder of the fiscal year to have a set schedule. It was mentioned that the only change needs to be for august to move the meeting to the 25th because of the Ogemaw County Fair. Motion by J. Morris and 2nd by G. Morris to approve the schedule with the change of the August date to the 25th. Voice vote All Yes.

Library Information: Information was provided to the board regarding issues with the library requesting the the DDA stop collecting T.I.F. from the them. Also the townships attorney sent over an opinion on the subject and that was provided to the board as well. A T.I.F Breakdown was also included with the library information. No Motion needed on this subject

Non-Compliance: Information was provided to the board regarding a non-compliance with the state but that issue was resolved with the township treasurer and the township clerk handling the reporting non compliance issue. No motion needed on this subject.

Zoning Amendment: The Board was presented with information from township zoning regarding zoning changes that impact the M-76 area including district changes from Industrial to Urban mixed use. They were also presented this information because the zoning changes are in a large area of the DDA district. No motion needed on this Subject.

Public Comments: NONE

The Date for the next DDA Meeting is August 25th 2021 at 4:00 PM at the West Branch Township Hall.

Motion by B. Griffin Jr and 2nd by J. Morris to adjourn the Meeting at 4:59 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



Meeting Minutes August 25th 2021

Meeting Called to order by President B. Griffin Jr. at 4:16 PM

Members Present - Jim Morris, Greg Morris, Bob Griffin Jr., Jay Spaulding, and Brad Neubecker.

Members Absent - Ken Gildner, Taggert McCreedie, Laura Hanlon and Ryan Munson.

Other Present at Meeting - Scott Bell and Jeremy Hickmott

The Meeting Minutes from July 15th were approved with motion by J. Morris and 2nd by J. Spaulding and ALL YES on the Roll call.

President's Comments: Nothing outside Agenda Items to Report.

Treasurer's Report: Presented by J. Spaulding and reported on fund balances in both the checking and savings accounts totaling \$417,719.88 and also information was provided that the next T.I.F Payment should be coming in September. Motion by G. Morris and 2nd by J. Morris to accept the treasurers report as presented. All Yes on Roll Call.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-06 - \$1,000.00

Motion by G. Morris and 2nd by B. Griffin Jr. to pay all Invoices as presented. - ALL YES on Roll Call.

OLD BUSINESS:

M-55 Infrastructure Update: Scott Bell presented the DDA board with a contract change order form which provided details of costs that have run over original estimates including culvert work, traffic regulations, and sediment control measures. It also included details of project reductions, including the shortening of sewer lines on both the north and the south side of M-55. The contract change order also shows a new total contract of \$855,086.71 for the project. Scott Bell also said that it would take a couple weeks to complete the work needed on the project once stated minus the board walk. Also Hickmott provided information on steps that the Township is taking to help get the pathway project stated and completed including working with the Township insurance to get the now required Bond as requested by MDOT. Also information was provided that a different contractor will need to be hired to get the boardwalk completed. Bell mentioned that the township may want to contact Northern Construction who has done work for the township to maybe build the board walk.

Motion by B. Griffin Jr. and 2nd by B. Neubecker to approve the contract Change order form which also extends the completion date to September 30th 2021. - ALL YES on Roll Call.

RV Park Project: Information was provided to the board about the status of the overall project. It was mentioned that the DNR has been spoken to about things and that there is going to be a need to not only downsize the project but also it will need to go back out to bids for the work. Tri-City Groundbreakers was the only bidder originally.

NEW BUSINESS:

Finalized Calendar: The board was provided a finalized calendar from Hickmott showing the scheduled DDA dates for the rest of the fiscal year until March of 2022. The calendar was approved by the board at the July 2021 meeting.

Township Reimbursements: Hickmott provided the DDA board with the fiscal year 2020-21 reimbursements for the street lights in the district, administration fees for the township treasurer and supervisor, and business loop pathway bridges repairs. The total cost for the street lights were \$8,015.53, bridge repairs were \$4,725, and township administration of the DDA were \$2,499.96.

Motion by G. Morris and 2nd by J. Spaulding to reimburse West Branch Township for the fiscal 2020-21 cost in the total of \$15,240.49. - ALL YES on Roll Call.

EDC Request for Support: Sue Delahanty was present on behalf of the Ogemaw County EDC. She provided the board with both a flyer reviewing the past year and provided other information at the meeting including the revolving loan fund, the new EDC Director Mary Bickel, and continued work that the EDC does across the county including options for housing and childcare option. Sue Delahanty did ask the board for a \$6,000 contribution to the EDC.

Motion by G. Morris and 2nd by B. Neubecker to make a \$6,000 Contribution to the Ogemaw County Economic Development Corporation. - ALL YES on Roll Call.

Membership to Michigan Downtown Association - Hickmott provided the board with information regarding the MDA and the benefits of being a member of the organization which includes increasing the townships downtown presence on social media, increased educational resources, and further support in Lansing for downtowns. Hickmott also provided the board with additional flyer information for the board to review.

Motion by J. Morris and 2nd by G. Morris to pay \$200.00 for a one year membership to the MDA organization. ALL YES on Roll Call.

Re-Development Ready Program - Hickmott provide the DDA board with information regarding the Townships involvement in the State of Michigan Re-Development Ready program. He provided the DDA board with information on why it is good to engage in the program which included providing the Township with information for potential tax incentives to attract development, help to rehabilitate vacant buildings, and help the Township put policies in place to help make things more efficient for developers in the zoning process.

Motion by B. Griffin Jr. and 2nd by B. Neubecker to support the townships engagement in the State of Michigan Re-Development ready program. ALL YES on Roll Call.

DDA CD Extension / Cash Out - Information was brought to the DDA board by the Township that the current CD that the DDA has in the back was coming due in September. The amount of

the CD coming due was a little over \$100,000. it was also mentioned that the minimum length of time that the CD could be extended was 6 months. It was also discussed by the DDA board that maybe the CD should not be extended and then transferred to the checking according to cover some upcoming expenses and other little expenses that maybe coming up in the next few months.

Motion by B. Neubecker and 2nd by J. Spaulding to not extend the current CD at the bank and transfer the money from that CD to the DDA checking account. ALL YES on Roll Call.

Public Comments: NONE

The Date for the next DDA Meeting is September 16th 2021 at 4:00 PM at the West Branch Township Hall.

Motion by B. Griffin Jr and 2nd by B. Neubecker to adjourn the Meeting at 5:08 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



Meeting Minutes September 16th 2021

Meeting Called to order by President B. Griffin Jr. at 4:00 PM

Members Present - Jim Morris, Greg Morris, Bob Griffin Jr., Jay Spaulding, Laura Hanlon, Ken Gildner, and Ryan Munson

Members Absent - Brad Neubecker and Taggart McCreddie.

Other Present at Meeting - Scott Bell, Mark P. - Town Club, and Jeremy Hickmott

Meeting Minutes from August 25th 2021 were approved with motion by J. Spaulding and 2nd by J. Morris and ALL YES on the Roll call.

President's Comments: Nothing too much outside Agenda Items to Report.

Treasurer's Report: Presented by J. Spaulding and reported that the DDA CD has not shown in the account at the time of the Treasurers report. It was also brought up that the most recent T.I.F funding has come in and has increased from the previous years for a total of \$149,742.20. Also total DDA funds combining the Checking and Savings accounts was \$490,008.89 Motion by G. Morris and 2nd by L. Hanlon to accept the treasurers report as presented. All Yes on Roll Call.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-07 - \$1,000.00
- West Branch Township (Costs of Audit) - \$750.00

Motion by J. Morris and 2nd by B. Griffin Jr. to pay all Invoices as presented. - ALL YES on Roll Call.

OLD BUSINESS:

M-55 Infrastructure Update: Scott Bell presented the DDA board with information regarding the status of the project on M-55. This information included continue requests from MDOT for issues to be fixed in the project area including, shoulder gravel work from the Gas Station to the guard rail on the south side of M-55, potential culvert issues at first residential home going east along M-55 to the south, and trail plan reviews and permit work. Jim Morris also brought up information that the township received a bill from Hodgins that for the driveway repairs in the M-55 project area. This bill should have been paid by groundbreakers but was not as of the meeting date. Also Bell mentioned that communication has been very rocky with groundbreakers and that a lot of claims had been made about completion times but no official time line had been officially set.

RV Park Project: Information was provided to the board about the status of the overall project. Bell had provided the board with some of the ongoing details of the project. Some of those details included hoping to have sewer get started this year, the put out to bid documents have been sent over the the DNR, and that bids might start getting accepted by October. Bell also requested that sewer information get forwarded over to the township board and Hickmott assured him it would get to the board.

NEW BUSINESS:

T.I.F Payment: The board was provided with information from the West branch Township treasurer regarding the latest T.I.F deposits made to the DDA. The information provided showed that the Fall 2021 T.I.F for the DDA was \$149,742.20 which is a \$27,425.98 year over year. Some of this increase is attributed to new developments in areas including the new State Police Post, new home construction in Fox Run, and other projects in the DDA area.

Light Pole Outages / Repairs - Hickmott provided the board with with a cost estimate for continued repairs on the Business Loop area lights. the estimate total was \$6,984.95 which included \$5,800 for the retro-fit kits, fuse replacement at \$149.95, \$125.00 for the bucket truck service call, \$875.00 per bucket truck per light, and \$35.00 misc. materials. Hickmott did mention that all of the lights that are out currently are the old lights and that this will continue to be a problem until all of the old light fixtures are upgraded. Greg Morris did ask Jeremy Hickmott to find out how many lights we have replaced currently and how many more still need to be replaced.

Motion by Hanlon and 2nd by B. Griffin Jr. to accept the estimate for the repairs on the Business Loop Light poles for \$6,984.95 . ALL YES on Roll Call.

DDA Vacancy - Jim Morris and Jeremy Hickmott brought up the the DDA needs to fill one vacant position as one board member has been removed from the board for attendance issues as stated in the DDA by-laws. Mark P. from the Town Club party store was presented at the meeting to show interest in the position and to see what the DDA does and what is all involved with the group. Hickmott mentioned that the Township board specifically the Township Supervisor has to appoint and individual and the board will vote to approve or not the appointment by the township supervisor.

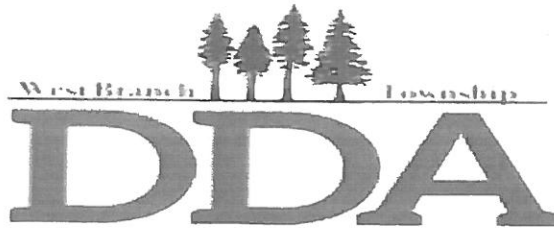
Public Comments: The board did have some discussion after the agenda items about deciding what the DDA's next big project / projects should be as much of the lighting issues are getting addressed and the M-55 infrastructure project is continuing to be completed. Cook road and maybe expanding district lighting were floated as potential early thoughts for future projects.

Date for the next DDA Meeting will be October 21st 2021and it is the 2nd Informational meeting of the year as required by state law at 4:00 PM at the West Branch Township Hall.

Motion by R. Munson and 2nd by J. Morris to adjourn the Meeting at 4:28 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



Meeting Minutes October 21st 2021 - 2nd Informational Meeting of 2021

Meeting Called to order by Vice President G. Morris at 4:00 PM

Members Present - Jim Morris, Greg Morris, Jay Spaulding, Laura Hanlon, and Mark Pacella

Members Absent - Bob Griffin Jr., Ryan Munson Brad Neubecker, Ken Gildner .

Other Present at Meeting - Scott Bell, Mike Durfee, and Jeremy Hickmott

Meeting Minutes from September 16th 2021 were approved with motion by M. Pacella and 2nd by L. Hanlon and ALL YES on the Roll call.

President's Comments: President was absent from Meeting.

Treasurer's Report: Presented by J. Spaulding and reported that the DDA funds combining the Checking and Savings accounts was \$487,319.35. Information was provided in the report showing a review of invoices that had been paid and information reflecting the \$21,450.00 that has been paid to the DDA for light pole damages.

Motion by J. Morris and 2nd by L. Hanlon to accept the treasurers report as presented. All Yes on Roll Call.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-08 - \$1,000.00
- Supplies Invoice (for new checks), Invoice Number S-01 - \$178.61
- Michigan Logos (Campground Signage), Invoice Number 112925089 - \$1,700

Motion by J. Morris and 2nd by L. Hanlon to pay all Invoices as presented. - ALL YES on Roll Call.

OLD BUSINESS:

M-55 Infrastructure Update: Scott Bell presented the DDA board with information regarding the status of the project on M-55. This information included continue requests from MDOT for issues to be fixed in the project area including, shoulder gravel work from the Gas Station to the guard rail on the south side of M-55, potential culvert issues at first residential home going east along M-55 to the south, and needed easement requests. Scott Bell mentioned costs estimates for paving work which were around \$80,000 potentially and the fact that at the time of the meeting there was not commitment from Groundbreakers regarding pavement work. Bell also stated that the survey crew was expected to be in the project area the Friday following the meeting to review the gravel work that was down by groundbreakers. Hickmott also mentioned that he will continue to work with Bell to get the easements finalized for the pathway permit.

Motion by J. Morris and 2nd by J. Spaulding to cut ties with Tri-City groundbreakers regarding the pathway and boardwalk work and seek out contractors on our own to finish the pathway project. - ALL YES on Roll Call vote.

Hickmott stated he and J. Morris would start into next week getting in contact with paving companies to start getting estimates to finish and try to get something scheduled as soon as possible for finishing the project.

RV Park Project: Information was provided to the board about the status of the overall project. Bell had provided the board with some of the ongoing details of the project. Two bids were received after re-bidding was done. The Rohdy excavating and also from Sterling excavating but both bids still came in over budget. The overall plan is to keep the project around 300,000 dollars, Ogemaw County is willing to kick in about 100 thousand along with the 100 from the DDA and the also the 100 DNR grant. They are also continuing to look at ways to get sewer into the campground.

NEW BUSINESS:

Library T.I.F Funding: The board was provided with information from the West branch district library again regarding their request to the township board for a the township to stop collecting the T.I.F money from the library. Hickmott provided the board with the legal opinion from March of 2021 stating very clearly that the DDA is within its rights to continue to collect from the Library as the DDA has bonded indebtedness at least through 2029 and also the law applies to "new" millages and the libraries millage they keep referencing is an extension of a previously voted in millage which the law changes does not apply to. Mike Durfee also presented some information on behalf of the library board but it was pretty much what was echoed in the "demand letter" that was presented to the township board.

Light Pole Outages / Repairs - Hickmott provided the board with with a cost estimate for continued repairs on the Business Loop area lights. The estimate included concrete base repairs on two of the poles that are down which costs \$20,300., \$2,150 for labor, \$28,800 for materials (as the poles need to be custom made to match others), and an additional \$2,025 for labor. The total estimate is for \$53,275.00 but Hickmott did present that of that cost \$21,450.00 was already paid to the DDA for previous hit poles, the most recent pole that has been hit will have claim which should bring another \$10,725 leaving the out of pocket costs for the DDA at \$21,100 which is because we could not file claims two other additional hit poles as to much time has passed.

Motion by L. Hanlon and 2nd by J. Morris to accept the estimate for the repairs and putting five poles hit poles on the Business Loop Light back up for \$\$53,275.00 . ALL YES on Roll Call.

Future Projects - The board had some discussions on what some future DDA projects could be. Some of those ideas included expanding lighting and lighting up the pedestrian bridges. Hickmott also suggested to the board that the DDA look at more low cost high impact projects like the pedestrian bridge lighting and also potentially covering costs for pushing the Flag program further down the business loop like what's in the city of West branch. Hickmott also provided the board with copied sections from the DDA plans as a reminder of what's stated project wise as well.

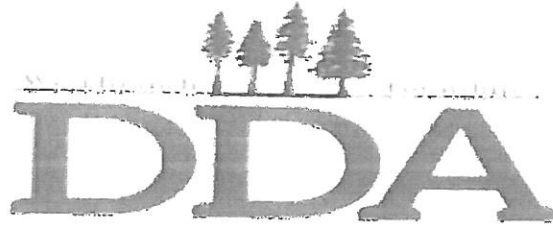
Public Comments: NONE

The Date for the next DDA Meeting was planned for November 18th but with that being hunting season it was suggested that the Meeting be moved to November 11th 2021 to avoid hunting season.

Motion by J. Spaulding and 2nd by J. Morris to move the November DDA Meeting to the 11th from the 18th and adjourn the Meeting at 4:53 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



Meeting Minutes November 11th 2021

Meeting Called to order by President Griffin Jr. at 4:00 PM

Members Present - Bob Griffin Jr., Jim Morris, Jay Spaulding, Ryan Munson, Laura Hanlon, and Mark Pacella

Members Absent -Greg Morris, Brad Neubecker, Ken Gildner .

Other Present at Meeting - Scott Bell, and Jeremy Hickmott

Meeting Minutes from October 21st 2021 were approved with motion by M. Pacella and 2nd by L. Hanlon and ALL YES on the Roll call.

President's Comments: Not to much outside of the agenda items including the M-55 Pathway project. Hickmott also presented a letter from the West Branch District library regarding the ongoing issues the library has with the T.I.F collection.

Treasurer's Report: Presented by J. Spaulding and reported that the DDA funds combining the Checking and Savings accounts was \$407,760.95. Information was provided in the report showing a review of invoices that had been paid. The report also reflects the \$100,000 that has been committed to the Ogemaw RV Park improvement project that has not been pulled from the DDA checking or savings account. Also J. Spaulding mentioned that the USDA Bond payment was about \$600.00 higher then it typically is for this time of years payment.

Motion by J. Morris and 2nd by M. Pacella to accept the Treasurers report as presented. All Yes on Roll Call.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-00 - \$1,000.00

Motion by J. Morris and 2nd by J. Spaulding to pay all Invoices as presented. - ALL YES on Roll Call.

OLD BUSINESS:

M-55 Infrastructure Update: Scott Bell presented the DDA board with information regarding the status of the project on M-55. This information included a status update regarding the Permits for the project and the fact that they have still not been issued a permit for the project but work continues on trying to get those issues addressed. Also Hickmott and Bell continue to work Eto secure easements for the project. Discussion was had among the board on the final payment request that was received from Tri-City Groundbreakers for the remainder of the work that has been done and needs to completed. The amount of the invoice was 232,875.48 the

board did ask that if this is paid in full if this is the final payment to them and if full ties with Tri-City would then be cut? Bell did mention that this would get the DDA done with them and that this price had been negotiated down about 40 thousand from what they previously requested.

Motion by J. Morris 2nd by J. Spaulding to pay Tri-City Groundbreakers Final invoice of \$232,875.48 but to hold this payment until issues are corrected in the project area. ALL YES on Roll Call.

RV Park Project: Information was provided to the board about the status of the overall project, not much has changed in the past month with the overall project. They are still looking for ways to continue to reduce costs for the project overall including potentially doing only water mains in the campground. Also the project continues to be on hold until costs can be figured out. Bell did mention that the Grant the campground received can be extended.

NEW BUSINESS:

Light Pole Outages / Repairs - Hickmott provided the board with information regarding the continued repairs to the lights on the Business loop and M-76. Information was gathered from Primary Electric regarding the status of the repairs. Primary informed the DDA that the work on getting more retrofits installed would be proceeding in the next couple of weeks and that currently there is no time line on the installation of the replacement poles that have been hit over the years. Primary Electric did inform Hickmott that the DDA will be getting a portion of the money paid to Primary Electric back as they were able to reduce costs by using some of the parts the DDA had left over.

Re-Development Ready Baseline Report - Hickmott provided the DDA board with a copy of the initial baseline assessment for West Branch Township regarding the work that needs to be done to get the community redevelopment ready. The report shows where the townships strengths and weaknesses are in the overall program initially. Hickmott also echoed the fact that one of the strongest areas in the report were the township is most compliant is in the DDA areas of the redevelopment ready program. Hickmott also stated that into 2022 a lot more work will be getting completed regarding participation in the program.

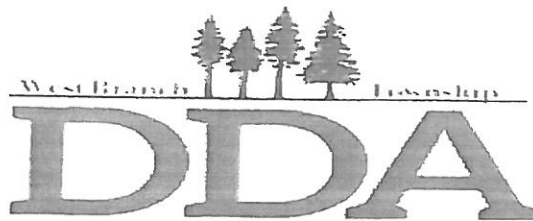
Public Comments: NONE

The Date for the next DDA Meeting was planned for December 16th 2021 at 4:00 PM at the West Branch Township Hall.

Motion by J. Morris and 2nd by R. Munson to adjourn the Meeting at 4:40 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



Meeting Minutes December 16th 2021

Meeting Called to order by Vice President G. Morris at 4:00 PM

Members Present - Greg Morris, Jim Morris, Brad Neubecker, Ken Gildner, and Mark Pacella

Members Absent -Bob Griffin Jr., Jay Spaulding, Laura Hanlon, Ryan Munson.

Other Present at Meeting - Scott Bell, and Jeremy Hickmott

Meeting Minutes from November 11th 2021 were approved with motion by M. Pacella and 2nd by B. Neubecker and ALL YES on the Roll call.

President's Comments: No report as President was absent from meeting.

Treasurer's Report: Sent to the board from J. Spaulding and reported that the DDA funds combining the Checking and Savings accounts as of December 14th 2021 was \$172,218.44. Information was provided in the report showing a review of invoices that had been paid. The report also reflected information regarding the USDA Bond and its payment schedule that goes until 2029.

Motion by J. Morris and 2nd by M. Pacella to accept the Treasurers report as presented. All Yes on Roll Call.

The following invoices were submitted to the Treasurer and approved for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 1-10 - \$1,000.00

Motion by M. Pacella and 2nd by J. Morris to pay all Invoices as presented. - ALL YES on Roll Call.

OLD BUSINESS:

M-55 Infrastructure Update: Scott Bell presented the DDA board with information regarding the status of the project on M-55. This information included a status update regarding the Permits for the project and the fact that work continues to try and appease MDOT with their continued issues with the over all project and the fact that MDOT has been rather quiet on the subject through much of December thus far. Scott Bell also mentioned that it might be a good idea for the Board / Township to look into amiss lumber for board walk construction in an effort to reduce costs of that. The board was also presented with three bids for remaining concrete, restoration, and asphalt work on the pathway this does not include the boardwalk. The Bid amounts are listed below:

- Mid-Michigan Asphalt for \$53,633.00 (but only includes asphalt and not some of the other items)
- Pyramid Paving for \$83,852.00 (which includes all requested work including bollards and concrete work)
- Hodgins Asphalt Paving Inc. \$60,124.00 (Which includes all work except concrete and bollard work)

Motion by J. Morris 2nd by M. Pacella to accept the bid from Hodgins Asphalt and Paving for the paving, restoration, and concrete work on the M-55 pathway project. ALL YES on Roll call none opposed.

RV Park Project: Scott Bell Provided information to the board about the continued progress and challenges associated with the campground project. He did mention that not much has changed since last months report and that Ogemaw County may contribute money to the overall project as well in and effort to help with higher than expected overall costs.

Light Pole Outages / Repairs - Hickmott provided the board with information regarding the continued repairs to the lights on the Business loop and M-76. Information was gathered from Primary Electric regarding the status of the repairs. Primary informed the DDA that the work on getting more retrofits installed would be proceeding in the next couple of weeks and that currently there is no time line on the installation of the replacement poles that have been hit over the years. Primary Electric did inform Hickmott that the DDA will be getting a portion of the money paid to Primary Electric back as they were able to reduce costs by using some of the parts the DDA had left over. Also as of the December meeting the replacement concrete bases were installed at the two spots that needed replacement including on M-76 and also on the business loop across from Flowage lake road.

NEW BUSINESS: NONE

Public Comments: The board did have questions for Hickmott regarding the status of both the upcoming marijuana facilities and also if there was any other projects coming down the line. Hickmott presented the site plans for the Marijuana facilities to the board and also showed the site plans for the Multi-Tenant use building proposed between Aldi and Culvers. He also mentioned to the board that the Special Use and Site Plan public hearing and meeting were scheduled for January 4th 2022 at 6:00 PM at the township hall.

The Date for the next DDA Meeting was planned for January 20th 2021 at 4:00 PM at the West Branch Township Hall.

Motion by M. Pacella and 2nd by B. Neubecker to adjourn the Meeting at 4:22 PM.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary