

West Branch Township DDA

1705 S. Fairview Road, West Branch, MI 48661
Phone: (989) 345-5450 EXT 2. Fax: (989) 345-8419
www.westbranchtownship.org/wbtpw-dda

Meeting Minutes January 19th 2023

Meeting Called to order at 4:05 pm with Pledge

Members Present – Bob Griffin Jr., Jim Morris, Laura Hanlon, Brad Neubecker & Jay Spaulding

Members absent –Ken Gildner, Greg Morris, Mark Pecella

Others Present at Meeting – Scott Bell & Jeremy Hickmott

Meeting Minutes – Meeting Minutes from December 15th 2022 were approved with Motion from B. Neubecker and 2nd by J. Morris. ALL YES ON ROLL CALL.

President's Report – Little to report for the month but there was some discussion regarding the status of the secret campground project. It was mentioned that the prices on products for the project continues to increase. It was also mentioned that attendance continues to be high from year to year at the campground.

Treasurer's Report – Treasurer Jay Spaulding had submitted a written Treasurers report to the board for the month which included details regarding T.I.F allocations and expenditures for the month. The report included a review of the DDA checking and savings accounts which combine totaled to \$294,542.82 as of January 18th 2023. During the Treasurer's report the board also discussed moving money from the DDA's current accounts into another option including potentially moving it into a CD in an effort to increase the amount that could be made off interest.

Motion from B. Griffin Jr. and 2nd by J. Morris to move from the DDA accounts \$200,000 to a bank CD. ALL YES ON ROLL CALL.

Motion from L. Hanlon 2nd by B. Neubecker to approve the treasurer's report. ALL YES ON ROLL CALL.

The Following Invoices were submitted to the Treasurer for Payment.

- Invoice Number 4238 – Decker Agency (M-55 Bond) \$500.00.
- Jeremy R. Hickmott (Contracted Work), Invoice Number 02-10 - \$1,000 (Payroll).

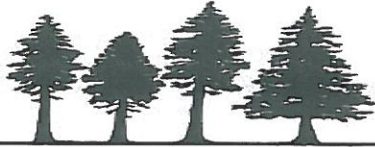
Motion by J. Morris and 2nd by B. Neubecker to approve the above invoice totaling \$1,500. ALL YES ON ROLL CALL.

Old Business:

M-55 Pathway Retaining Wall – The Board was provided with a bid from K&J Excavation LLC for the retaining wall work that needs to be finished on the M-55 Pathway. It was mentioned that this cost estimate was over 50% less costly than the last estimate that the DDA had received. The total cost estimate for the retaining wall was \$49,700.00.

Motion by B. Griffin Jr. and 2nd by J. Morris to accept the bid totaling \$49,700.00 for the retaining wall on the M-55 Pathway project. ALL YES ON ROLL CALL.

Open Discussion / Future Projects – The DDA board had an open and general discussion regarding future projects within the West Branch Township DDA District. A list of projects from the West Branch Township Capital



Improvement plan was provided to the board. This list consisted of many things including infrastructure on the business loop, park expansions, and pathway expansion. S. Bell provided the board as well additional cost information for two projects. Those projects included expanding the sewer line from where it ends on the business loop by Aldi and taking the line down to just before the railroad crossing on the business loop. It was also explained why this was being considered, the goal would be to encourage additional business growth in that area where there are currently 6 parcels up for sale. Having the utilities there could help in the sale and further development of that property.

The other project of longer discussion was the cook road water and pathway project. This project was placed on hold after M55 costs increased. It was mentioned that this could be an easy project to get back into as some of the engineering work and permitting has already been done and is still active with this project.

New Business:

Joint DDA Meeting – Information was given to the board that there was a planned Joint DDA's meeting scheduled from January 19th at 6:00pm at the Ogemaw Township Hall.

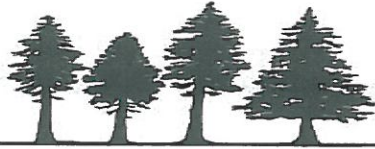
Public Comment – NONE ADDITIONAL

The Date for the Next DDA Meeting was planned for February 16th 2023.

Motion by L. Hanlon and 2nd by B. Neubecker to adjourn the meeting at 4:25 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



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Meeting Minutes March 16th 2023

Meeting Called to order at 4:00 pm with Pledge

Members Present – Jim Morris, Laura Hanlon, Jay Spaulding, Ken Gildner, and Jay Spaulding

Members absent – Bob Griffin Jr., Brad Neubecker, and Mark Pecella

Others Present at Meeting – Scott Bell & Jeremy Hickmott

Meeting Minutes – Meeting Minutes from January 19th 2023 were approved with Motion from B. J. Morris and 2nd by L. Hanlon. ALL YES ON ROLL CALL.

President's Report – NONE

Treasurer's Report – Treasurer Jay Spaulding had submitted a written Treasurers report to the board as of March 15th 2023 which included details regarding T.I.F allocations and expenditures for the past month. The report included a review of the DDA checking and savings accounts which combine had a total of \$415,313.95 as of March 15th 2023.

Motion from J. Morris 2nd by L. Hanlon to approve the Treasurer's report. ALL YES ON ROLL CALL.

The Following Invoices were submitted to the Treasurer for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 02-11 - \$1,000 (Payroll).

Motion by J. Morris and 2nd by L. Hanlon to approve the above invoice totaling \$1,000. ALL YES ON ROLL CALL.

Old Business:

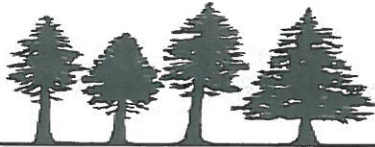
Library Appeal Information – J. Hickmott provided that board with information regarding the status of the Library Appeal. He had mentioned that things have been and continue to be very quiet on the subject and that the last information he received is that the court of appeals has not taken up the subject and that it was no planned in the near term at the courts.

NO MOTIONS WERE NEEDED ON THE ABOVE SUBJECT.

M-55 Pathway Retaining Wall – The Board was provided with a brief update of the status of the wall project which included that materials for the wall were in process from K&J Excavating for the wall and that progress should be made this spring once the weather breaks. It was also mentioned that there will be some additional paving that needs to be finished once the wall is completed.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

Banner Project – J. Hickmott provided the board with information and cost estimates for New and updated banners for the business loop area. The estimate included 10 of the "Year Round Banners" it was explained that these are needed as some of the other that the DDA has had over 3 years are starting to deteriorate in the high wind areas. The estimate also included 10 "seasonal" banners that would be used in the summer season (5 banners) and holiday season (5



banners). Hickmott explained that the seasonal banners that are used have been in use for over 20 years. The cost estimate totaled \$2,800 excluding shipping was slightly higher than the original costs per Banner when they were initially purchased in 2020.

Motion by L. Hanlon and 2nd by J. Spaulding to purchase the new banners at a cost of \$2,800 plus the cost of the shipping. ALL YES ON ROLL CALL.

New Business:

DDA Fiscal Year Budget – Information was given to the board regarding the proposed 2023-2024 Fiscal year DDA Budget. The budget included the breakdowns of anticipated revenues of \$291,504 and anticipated expenditures of \$101,200 leaving the DDA with a surplus for future project in the district at \$190,304.00. It was also mentioned that some items have increased this year including utilities compared to last year.

Motion by J. Spaulding and 2nd by L. Hanlon to approve the proposed DDA Fiscal Year budget. ALL YES ON ROLL CALL.

Joint DDA Meeting – J. Hickmott just wanted to remind the board of the upcoming joint DDA meeting that was scheduled for March 30th 2023 at 6:00 PM at the Ogemaw Township Hall.

NO MOTIONS WERE NEEDED ON THE ABOVE SUBJECT.

Budget Adjustments – The board was presented with information regarding needed budget adjustments before the end of the 2022-23 fiscal year. Those budget adjustments included an increase in utilities from \$7,500 to \$11,000 and also increase in contracted services from \$75,000 to \$130,000. This was needed to help plan the next fiscal year's budget.

Motion by J. Morris and 2nd by G. Morris to approved the budget adjustments as presented. ALL YES ON ROLL CALL.

Annual Informational Meeting – The board was presented with two suggested dates for the DDA's Informational Meeting as required by Michigan State Law. The dates that were proposed were April 20th 2023 and also October 19th 2023.

Motion by J. Morris and 2nd by L. Hanlon to approve the annual informational meeting dates as presented. ALL YESS ON ROLL CALL.

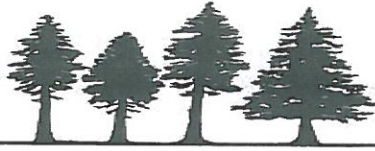
Public Comment – Scott Bell provided the board with an update regarding the status of the DNR Grant for improvements to the Secret Campground on the Business Loop.

The Date for the Next DDA Meeting was planned for April 20th 2023 at 4:00 PM

Motion by J. Morris and 2nd by G. Morris to adjourn the meeting at 4:32 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



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Meeting Minutes April 20th 2023

Meeting Called to order at 4:00 pm with Pledge

Members Present – Bob Griffin Jr., Jim Morris, Laura Hanlon, Jay Spaulding, Mark Pecella, and Jay Spaulding

Members absent –Ken Gildner and Greg Morris.

Others Present at Meeting – Scott Bell & Jeremy Hickmott

Meeting Minutes – Meeting Minutes from March 16th 2023 were approved with Motion from L.Hanlon and 2nd by J. Morris. ALL YES ON ROLL CALL.

President's Report – Nothing to Much at the Time of the Meeting.

Treasurer's Report – Treasurer Jay Spaulding had submitted a written Treasurers report to the board as of April 19th 2023 which included details regarding T.I.F allocations and expenditures for the past month. The report included a review of the DDA checking and savings accounts which combine had a total of \$414,519.14 as of April 19th 2023. The board also had some discussion regarding the USDA Bond Payment schedule, it was requested that J. Hickmott contact the USDA to get a payment schedule.

Motion from J. Morris 2nd by L. Hanlon to approve the Treasurer's report. ALL YES ON ROLL CALL.

The Following Invoices were submitted to the Treasurer for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 03-01 - \$1,000 (Payroll).

Motion by J. Morris and 2nd by L. Hanlon to approve the above invoice totaling \$1,000. ALL YES ON ROLL CALL.

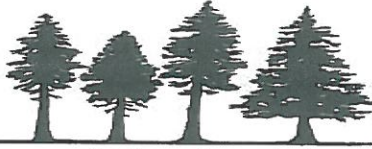
Old Business:

Campground / M-55 Pathway Retaining Wall Update– The Board was provided with an update regarding the status of the retaining wall that needs to be completed behind the guard rail on the M-55 Pathway before the remaining asphalt work can be done. It was mentioned that the bricks should be completed by late May and that the wall should be completed in June and should take about a week to complete. Also information was provided regarding the status of the Secret Campground grant. They are currently waiting on the status of the grant and outside of that not too much was happening currently with the overall grant.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

New Business:

DDA Board Appoints – The DDA board had discussion on board appoints including President, Vice President, and Treasurer. It was generally decided that the board overall was happy with the current members in the current positions that they hold. At the time of the meeting Bob Griffin Jr. was President, Greg Morris was Vice President, and Jay Spaulding was treasurer.



Motion by J. Morris and 2nd by L. Hanlon to re-appoint those who are in the current positions to another term in their current positions. ALL YES ON ROLL CALL.

Meeting Schedule – The board was presented the proposed Meeting schedule for fiscal year 2023-2024. The plan was to have the meeting dates and times remain the same as previous years which would be the 3rd Thursday of the month at 4:00 PM at the West Branch Township Hall. The board had suggested that the August meeting be pulled from the schedule as it interferes with the Ogemaw County Fair Week.

Motion by B. Neubecker and 2nd by M. Pecella to approve the annual schedule with the removal of the proposed August meeting date. ALL YES ON ROLL CALL.

District Business Update – The board was presented with regarding all the new and upcoming new businesses within the DDA district over the past fiscal year. This information included details about the Wise Guy Farms Marijuana dispensary, updates regarding the Mall signage including the large Highway signs, and also details regarding the full occupancy of the “Starbucks Plaza” which will also house ATT retail store, Jersey Mikes, and SVS Vision.

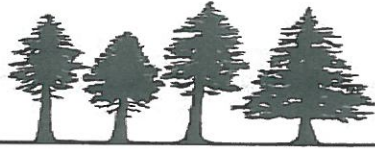
Public Comment – Information was provided to the board regarding the Game Refuge fundraiser that was scheduled for the upcoming Saturday at the Clean Lake Bar and also information was provided about the upcoming Campground Clean Up day.

The Date for the Next DDA Meeting was planned for May 18th 2023 at 4:00 PM

Motion by M. Pacella and 2nd by B. Griffin Jr. to adjourn the meeting at 4:25 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



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Meeting Minutes May 18th 2023

Meeting Called to order at 4:00 pm with Pledge

Members Present – Bob Griffin Jr., Greg Morris, Jim Morris, Laura Hanlon, Ken Gildner, Jay Spaulding, Mark Pecella, and Brad Neubecker

Members absent – NONE

Others Present at Meeting – Scott Bell & Jeremy Hickmott

Meeting Minutes – Meeting Minutes from April 20th 2023 were approved with Motion from M.Pacella and 2nd by J. Morris. ALL YES ON ROLL CALL.

President's Report – Nothing to Much at the Time of the Meeting.

Treasurer's Report – Treasurer Jay Spaulding gave a verbal Treasurers report to the board at the time of the meeting (digital copies were sent to board members) as of May 17th 2023 which included details regarding T.I.F allocations and expenditures for the past month. The report included a review of the DDA checking and savings accounts which combine had a total of \$404,143.91 as of May 17^h 2023. The board also had some discussion regarding current CD rates at local banks and credit unions.

Motion from J. Morris 2nd by B. Neubecker to approve the Treasurer's report. ALL YES ON ROLL CALL.

The Following Invoices were submitted to the Treasurer for Payment.

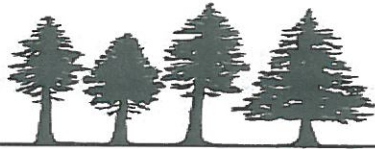
- Jeremy R. Hickmott (Contracted Work), Invoice Number 03-02 - \$1,000 (Payroll).
- K & J Excavation LLC, No Invoice Number - \$900 (M-55 Pathway Project)

Motion by G. Morris and 2nd by B. Neubecker to approve the above invoice totaling \$1,900. ALL YES ON ROLL CALL.

Old Business:

Campground / M-55 Pathway Retaining Wall Update– The Board was provided with an update regarding the status of the retaining wall that needs to be completed behind the guard rail on the M-55 Pathway before the remaining asphalt work can be done. Information was also provided from Scott Bell regarding MDOT issues with the current culvert running under M-55. It was made clear that issues are not cause of the pathway project and that it was an MDOT maintenance issue. The MDOT Culvert issue may delay the completion of the pathway and retaining wall by an undetermined amount of time. There was no additional campground information provided outside of what was provided at last month's meeting.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.



New Business:

DDA Bond Information– the DDA board had requested that J. Hickmott at last month’s meeting get the bond information for the DDA pathway project just to confirm that the payments and information are the correct amounts. J. Hickmott provided the board with this information from the USDA showing what the totals will be through the remainder the Bond which goes through 2029.

NO MOTIONS WERE NEEDED ON THE ABOVE SUBJECT.

West Branch Township Master Plan – The board was presented the finalized copy of the West Branch Township Master Plan. J. Hickmott provided some details of the plan but wanted to make sure that the DDA board members had copies of that to reference in the future and to potentially help plan with future DDA projects.

NO MOTIONS WERE NEEDED ON THE ABOVE SUBJECT

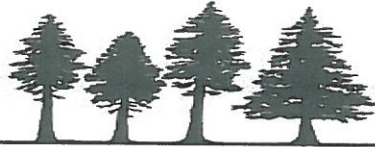
Public Comment – None additional.

The Date for the Next DDA Meeting was planned for June 15th 2023 at 4:00 PM

Motion by M. Pacella and 2nd by L. Hanlon to adjourn the meeting at 4:20 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



West Branch Township DDA

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Meeting Minutes September 21st 2023

Meeting Called to order at 4:00 pm with Pledge

Members Present – Bob Griffin Jr., Greg Morris, Laura Hanlon, Jay Spaulding, Mark Pecella, and Brad Neubecker

Members absent – Ken Gildner and Jim Morris

Others Present at Meeting – Scott Bell, Jeremy Hickmott & Sean Gilbert

Meeting Minutes – Meeting Minutes from May 18th 2023 were approved with Motion from M.Pacella and 2nd by B. Griffin Jr. ALL YES ON ROLL CALL.

President's Report – It was brought up the DDA needs to start looking into what its next planned project should be. Hickmott mentioned that he will provide the DDA board by the next meeting the list from the DDA plan of the planned projects for the future. There was also some board discussion regarding the Disk Golf at the Recreation Facility.

Treasurer's Report – Treasurer Jay Spaulding provided a written Treasurers report to the board at the time of the meeting (digital copies were sent to board members) as of September 20th 2023 which included details regarding T.I.F allocations and expenditures for the past month. The report included a review of the DDA checking, savings, and CD accounts which combine had a total of \$528,233.43 as of September 20th 2023. The board also had some discussion regarding current CD rates and savings rates at local banks and credit unions.

Motion by B. Neubecker and 2nd by M. Pacella to approve the Treasurer's report. ALL YES ON ROLL CALL.

The Following Invoices were submitted to the Treasurer for Payment.

- Jeremy R. Hickmott (Contracted Work), Invoice Number 03-06 - \$1,000 (Payroll).

Motion by G. Morris and 2nd by L. Hanlon to approve the above invoice totaling \$1,000. ALL YES ON ROLL CALL.

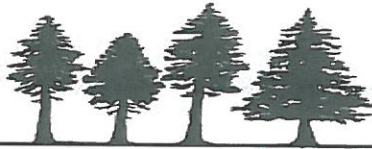
Old Business:

M-55 Pathway Retaining Wall Update – The Board was provided with an update regarding the status of the retaining wall that has been completed and also information was provided to the DDA board that the paving of the remained of the pathway had also been completed. There was only a slight issue with one of the water boxes being down a bit low around the paving but nothing serious. Also it was mentioned that MDOT is also content with the completed work that has been done so the project is complete.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

Ordinance 57 – Zoning Amendments – Hickmott provided the board with the recently approved zoning amendments by the township board. He went into details about each of the amendments including the ones like outdoor seating options and setback changes that will have the biggest impact on the DDA district in the future. Details were also provided regarding the changes for Solar Farm developments.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.



New Business:

Light Pole Damage– the DDA board had been presented information and cost estimates for the light pole that had recently been hit in front of the Finish line Auto Wash on the business loop. Hickmott provided the board with details of the claim that had been made to the insurance. He had also mentioned that the insurance company had approved the costs and would need a final invoice once work is completed.

Motion by M. Pacella and 2nd by B. Neubecker to approve the estimate from Primary Electric for the repair of the pole in front of Finish Line Auto Wash. ALL YES ON ROLL CALL.

Michigan Downtown Association – The board was presented with an Invoice for the renewal of the Michigan Downtown Association dues. This is an annual expenditure typically and a few details were provided to the board regarding what the MDA does and the benefits of being part of the organization.

Motion by G. Morris and 2nd by L. Hanlon to approve the dues to the MDA at a cost of \$200.00. ALL YES ON ROLL CALL.

Yearly Admin Fees & Light Costs – The board was provided a detailed breakdown of the Township administration and light poles costs for the past year running from September 2022 thru August 2023. The costs for the lights along the business loop I-75 totaled \$10,533.16 which it was mentioned was \$106.78 less than last year's total and the township administration fees \$2,520 which was the same amount as the previous year.

Motion by L. Hanlon and 2nd by J. Spaulding to pay the township reimbursements costs for September 2022-August 2023 totaling \$13,073.16. ALL YES ON ROLL CALL.

Summer T.I.F Information – The DDA board was presented information regarding the Summer 2023 T.I.F amount. The amount was 170,038.70 and was deposited to the DDA account on September 7th 2023. The board had some discussion on what projects in the DDA district would have been included in this amount.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

Joint Development Related Boards Meeting – The board had some general discussion on the planned joint development related board meeting that was scheduled for October 19th 2023. It was mentioned that this is another one of the requirements under the Redevelopment Ready Program that the township has been participating in for the past couple years. The board had generally agreed that the date was fine but they would prefer to have the time changed to 6:00 PM.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

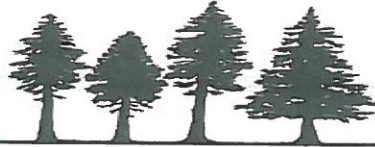
Public Comment – The board and S. Bell had some discussion regarding the status of the Secret Campground. It was mentioned that they are still able to renew the grant and that the campground is looking more at electric upgrades for the park. It was also mentioned about upcoming Halloween events at the campground.

The Date for the Next Meeting which will be the Joint Development Related Board Meeting was planned for October 19th 2023 at 6:00 PM

Motion by M. Pacella and 2nd by B. Neubecker to adjourn the meeting at 4:32 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



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Meeting Minutes Joint Development Related Boards Meeting October 19th 2023

Meeting Called to order at 6:00 pm with Pledge

Township Board Members Present – Jim Morris, Mike Selinski, & Mike Durfee. Absent – Diane Philbrick & Jeremy Hickmott

DDA Members Present - Bob Griffin Jr., Jim Morris, Greg Morris, Jay Spaulding, and Mark Pecella,. Absent – Laura Hanlon, Brad Neubecker, Ken Gildner.

Planning Commission Members Present – Scott Bell, Mark Dantzer, Andrew Bak, Mark Beck, and Mike Selinski.

Citizens Present at Meeting – Five (5)

DDA Board Meeting Minutes – Meeting Minutes from September 21st 2023 were approved with Motion from B. Griffin Jr. and 2nd by M. Pecella. ALL YES ON ROLL CALL.

Planning Commission Meeting Minutes – Meeting Minutes from August 1st 2023 were approved with Motion from A. Bak and 2nd by S. Bell. ALL YES ON ROLL CALL.

DDA Treasurer's Report – Treasurer Jay Spaulding provided a written Treasurers report to the board at the time of the meeting (digital copies were sent to board members) as of October 16th 2023 which included details regarding T.I.F allocations and expenditures for the past months. The report included a review of the DDA checking, savings, and CD accounts which combine had a total of \$508,759.58 as of October 16th 2023.

Motion by G. Morris and 2nd by M. Pacella to approve the Treasurer's report as presented. ALL YES ON ROLL CALL.

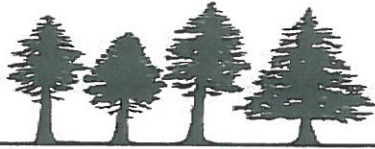
No Invoices were submitted to the Treasurer for Payment at the time of the Meeting.

Discussion Topics:

DDA Topics – The DDA Board was provided with information regarding several topics in the DDA district which included the list of future projects from the DDA plan. The board had discussed moving some items to lower priority of the board including wayfinding signage and also lowering priority of removing the need for a trail head system in the DDA district. The board was also presented with information regarding the rates at other local banks and credit unions for DDA financial investments. The board tabled the financial subject until its next planned meeting. Lastly the DDA board was presented the annual report for the past fiscal year which showed the progress and updates regarding the DDA district.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

Planning Commission Topics – the Planning commission was presented the annual report which covered the zoning permits and zoning ordinance updates. The board also had general discussion on topics for the future of the planning commission and what to look forward to in the next coming year.



NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

Township Board Discussion – The board had some general discussion on ongoing project in the township including the awarding of \$1,000,000 through the MEDC for the future development of the “West Branch Commons” community use space to be located at the corner of M-76 and the I-75 Business loop on the former West Branch Steel property. It was also mentioned about the installation of the Flags on the Business loop from the 212 exit to the City of West Branch City limits by “The Woods” of West Branch and the West Branch Area Fireworks. The board also had discussion on other projects for the future year in the township.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

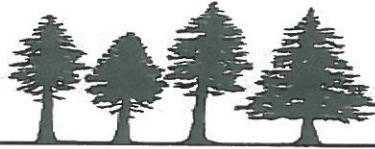
Public Comment – S. Gilbert brought to the boards attention several topics that he felt needed to be addressed including the vegetation along the pathways and also the condition of some billboards on the Business Loop. The boards provided information about his issues he addressed and that fact that some of those issues would create additional safety concerns like cutting grass on the east side of the business loop where there is significant gradient changes and also that some of the billboards have been replaced recently.

The Date for the Next Meeting DDA Board Meeting was planned for November 9th 2023 at 4:00 PM (which is a week earlier than normal due to hunting season).

Motion by J. Morris and 2nd by B. Griffin Jr. to adjourn the meeting at 7:04 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary



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Meeting Minutes December 21st 2023

Meeting Called to order at 4:00 pm with Pledge

Members Present – Bob Griffin Jr., Greg Morris, Laura Hanlon, Jay Spaulding, Mark Pecella, Jim Morris and Brad Neubecker

Members absent – Ken Gildner

Others Present at Meeting – Scott Bell, Jeremy Hickmott & Sean Gilbert

Meeting Minutes – Meeting Minutes from October 19th 2023 (Joint Development Boards) were approved with Motion from G.Morris and 2nd by M. Pecella. ALL YES ON ROLL CALL.

President's Report – Not much to Report at Time of Meeting.

Treasurer's Report – Treasurer Jay Spaulding provided a written Treasurers report to the board at the time of the meeting (digital copies were sent to board members) as of time of Meeting, which included details regarding T.I.F allocations and expenditures for the past month. The report included a review of the DDA checking, savings, and CD accounts which combine had a total of \$491,977.81 as of November 5th 2023. The board also had some discussion regarding the USDA Bond Payments and why this month was lower than previous years. It was explained that it was a correction in billing for the USDA which was why the payment was lower.

Motion by J. Morris and 2nd by B. Neubecker to approve the Treasurer's report. ALL YES ON ROLL CALL.

Motion by M. Pecella and 2nd by B. Neubecker to rollover the current CD's for another 6 month term. ALL YES ON ROLL CALL.

Motion by J. Morris and 2nd by B. Neubecker to have an additional two CD'S taken out each totaling \$100,000 . ALL YES ON ROLL CALL.

The Following Invoices were submitted to the Treasurer for Payment.

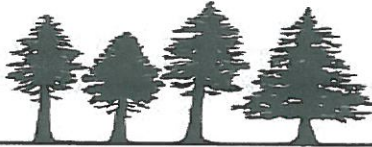
- Jeremy R. Hickmott (Contracted Work), Invoice Number 03-09 - \$1,000 (Payroll).

Motion by B. Neubecker and 2nd by M. Pecella to approve the above invoice totaling \$1,000. ALL YES ON ROLL CALL.

Old Business:

DDA Banking - information was given to the board about banking options including rates at other banks and credit unions in the area. The rates did vary a bit depending on what financial institution.

NO MOTION WAS NEED ON ABOVE SUBJECT.



Future Projects – The DDA board was presented information from the DDA plan about projects and what might be looked at for the future according to those plans. The board also discussed options pertaining to the Outlet Mall, the Ogemaw Hills Recreation facility, and needed upgrades at the Disk Golf Course.

NO MOTIONS WERE MADE ABOUT FUTURE PROJECTS.

New Business:

Light Pole Damage– the DDA board had been presented information and cost estimates for the continued repair of the out street light heads. It was mentioned that currently 80 heads had been replaced thus far out of the 120 light along the business loop. The Board was given an estimate from Primary Electric totaling \$11, 972.50 which includes 10 head replacements along with the labor / equipment.

Motion by B. Neubecker and 2nd by L. Hanlon to approve the estimate from Primary Electric for the repair of the additional light pole heads along the Business loop. ALL YES ON ROLL CALL.

Light Pole Ins. Update – The DDA board was presented information regarding the status of the insurance claims for the hit light poles along the business loop. These claims included the poles in front of the Car Wash, Wendy's, and Starbucks. Each of the claims had been approved by the insurance company at the time of the meeting.

NO MOTIONS WERE NEEDED ON ABOVE SUBJECT.

Public Comment – None Additional

The Date for the Next Meeting was scheduled for January 18th 2024 at 4:00 PM at the West Branch Township Hall.

Motion by M. Pacella and 2nd by B. Neubecker to adjourn the meeting at 4:26 PM. ALL IN FAVOR, ALL YES.

Bob Griffin Jr.
Chairperson

Jeremy R. Hickmott
Recording Secretary