

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Meeting

**January 6, 2014
6:30 p.m.**

Mayor Worrell opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Administrative Assistant Shanelle Peden, Police Chief Mike Horihan, Police Officer Alex Koch, Library Director Nick Shimmin, Parks & Rec Director Melissa Russell, and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, and Tim Shields, and Mary Beth Stevenson.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the December 16, 2013 City Council Meeting.
- b. Approve claims.
- c. Approve 2014 City Council Meeting Schedule.
- d. Approve Class C beer license including Class B native wine and Sunday Sales privileges for Shivji LLC DBA BP Amoco.

Motion by Ellyson to approve, seconded by Shields. AYES: Ellyson, Shields, Miller, Pierce, Stevenson. NAYS: None. Motion carried.

Date 1-6-14	City of West Branch	
Blue Cross Blue Shield	Insurance	10,465.41
Dearborn National Insurance	Life Insurance	60.10
EFTPS	Federal Withholdings	7,319.31
Iowa Department Of Revenue	Payroll Expense	898.92
Iowa Municipal Finance Officers	Admin -IIMC Conference Bus Deposit	100.00
IPERS	IPERS	8,211.48
Main Street West Branch	Streets - Main St. Sidewalk Agr. pmt	3,581.13
Muckler, Matt	Admin - Reimbursement	140.17
Nudd, Byron	Water - Utility Refund	40.85
Payroll Expense	Payroll Expense 12-20-13	32,635.53
Wageworks	Flex - HCFA2013	254.89
		63,707.79

Fund Totals		
001 General Fund		32,264.40
031 Library		5,063.16
110 Road Use Tax		2.16
112 Trust And Agency		11,912.03
600 Water Fund		7,689.94
610 Sewer Fund		6,521.21
950 BC/BS Flexible Benefit		254.89
Grand Total		63,707.79

COMMUNICATIONS/OPEN FORUM

Representative Bobby Kaufmann spoke to the Council regarding the legislative session in the Iowa House of Representatives. Kaufmann discussed his membership in the Emergency Management Services Study Committee. Kaufmann commended the City of West Branch for its responsible use of TIF dollars. Kaufmann added that he understands the City's concern for the recent property tax legislation. Kaufmann ended his comments by inviting those with an interest in a particular issue to contact him.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1170-Adopting a policy authorizing the city clerk or deputy city clerk to pay certain bills prior to the City Council's approval.

Motion by Ellyson, second by Stevenson to approve Resolution 1170. AYES: Ellyson, Stevenson, Miller, Pierce, Shields. NAYS: None. ABSENT: None. Motion carried.

Councilperson Brian Pierce-Appointment of Kami Poppen to Zoning Board of Adjustment

Motion by Miller to approve the appointment of Kami Poppen to Zoning Board of Adjustment, second by Shields. AYES: Miller, Shields, Ellyson, Pierce, Stevenson. NAYS: None. ABSENT: None. Motion carried.

Councilperson Colton Miller-Reappointment of Wayne Frauenholtz to Zoning Board of Adjustment

Motion by Shields to approve the reappointment of Wayne Frauenholtz to Zoning Board of Adjustment, second by Pierce. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. NAYS: None. ABSENT: None. Motion carried.

Councilperson Mary Beth Stevenson-Appointment of Paul Stagg as Zoning Administrator

Motion by Miller to approve the appointment of Paul Stagg as Zoning Administrator, second by Ellyson. AYES: Miller, Ellyson, Pierce, Shields, Stevenson. NAYS: None. ABSENT: None. Motion carried.

Councilperson Jordan Ellyson-Appointments of Nevin Tucker as a West Branch Volunteer Firefighter and Allison Kusick as a West Branch Volunteer Cadet.

Motion by Stevenson to approve the appointments of Nevin Tucker and Allison Kusick to the West Branch Fire Department, second by Pierce. AYES: Stevenson, Pierce, Ellyson, Miller, Shields. NAYS: None. ABSENT: None. Motion carried.

Councilperson Tim Shields-Appointment of Mayor Mark Worrell to the Cedar County Economic Development Corporation

Motion by Miller to approve the appointment of Mayor Mark Worrell to the Cedar County Economic Development Corporation, second by Ellyson. AYES: Miller, Ellyson, Pierce, Shields, Stevenson. NAYS: None. ABSENT: None. Motion carried.

Mayor Mark Worrell-Appointments of Mayor Pro Tem Colton Miller, West Branch Times as the Official City Newspaper, Dr. Thomas Novak as the Public Health Officer, West Branch Animal Clinic as the Animal Control Facility, Dave Schechinger as City Engineer, Leesa Johnson to Animal Control Commission, Lane Shields to Historic Preservation Commission, and Beth Noe to Parks & Recreation Commission.

Motion by Shields to approve the appointment of Colton Miller as Mayor Pro Tem, second by Stevenson. AYES: Shields, Stevenson, Ellyson, Pierce. NAYS: None. ABSTAIN: Miller. Motion carried. Motion by

Ellyson to approve the appointments of the West Branch Times as the Official City Newspaper, Dr. Thomas Novak as the Public Health Officer, West Branch Animal Clinic as the Animal Control Facility, Dave Schechinger as City Engineer, Leesa Johnson to Animal Control Commission, Lane Shields to Historic Preservation Commission, and Beth Noe to Parks & Recreation Commission, second by Stevenson. AYES: Ellyson, Stevenson, Miller, Pierce, Shields. NAYS: None. ABSENT: None. Motion carried.

ADJOURNMENT

Motion by Ellyson to adjourn the meeting, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 7:08 p.m.

Mark Worrell, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk