

(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 21, 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, Fire Chief Kevin Stoolman, Police Chief Mike Horihan, Police Officer Alex Koch, Library Director Nick Shimmin, Parks & Recreation Director Melissa Russell, Public Works Director Matt Goodale, and City Attorney Kevin Olson. Council members: Colton Miller, Mary Beth Stevenson, Brian Pierce, and Tim Shields. Absent: Jordan Ellyson.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the December 16, 2013 City Council Work Session #1.
- b. Approve minutes from the December 16, 2013 City Council Meeting.
- c. Approve minutes from the December 16, 2013 City Council Work Session #2.
- d. Approve claims.
- e. Approve Class E liquor license, including carryout beer; carryout wine, and Sunday sales privileges for Fisher's Market Nauvoo, IL DBA Dewey's Jack & Jill.
- f. Approve destruction of records with Document Destruction & Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities.

Motion by Stevenson to approve the agenda/consent agenda, second by Shields. AYES: Stevenson, Shields, Miller, Pierce. Absent: Ellyson. Motion carried.

Date 1-21-14	City of West Branch Claims Register Report	
Aero Rental	Fire - Broom & Brushes	221.49
Agvantage FS	Streets - LP Gas	619.22
Alliant Energy	Various Depts - Utilities	8,284.43
AmSan	POLICE/TH/LIB - SUPPLIES	112.09
Baker & Taylor Inc.	Library - Books	735.07
Barron Motor Supply	Streets - Supplies	584.04
Bean & Bean	Cemetery - Grave Openings	3,000.00
Big Country Seeds	Streets - Ice Buster	428.75
BP Amoco	Police/Fire/Streets - Fuel	1,990.68
Business Radio Sales	Fire - Batteries	70.00
Cedar Rapids Photo Copy	Library - Service	41.63
Clerk Of The Iowa Supreme Ct	Admin - Appeal Filing Fee	100.00
Community State Bank	Fire Dept Expansion Loan Pmt	8,364.57
Culligan Water	Fire - Water Cond Rental	33.70
Dave Seydel Auto & Truck	Streets - Psi Hose	163.66
Deweys Jack & Jill	Water - Supplies	5.37
Ed.M.Feld Equipment Co.	Fire - Supplies	65.00
EFTPS	FEDERAL WITHHOLDINGS	6,074.73
ETS Corporation	Cem/Water/Sewer - Credit Card Fees	57.00
F&B Communications	Admin - Web Hosting	29.95
Fitch, Kerri	P&R - Zumba Classes	384.00
Galls	POLICE - SUPPLIES	89.00
Goodale, Matthew	Water - Reimb Supplies	90.93
Greatamerica Leasing	Admin - Copier Lease	252.06
Hansen, Trent	Fire - Computer Supplies	204.98
Hawkins	Water - Azone 15	1,686.20
HD Cline Company	Streets - Parts	85.50
Huppenbauer, Amber	Water - Utility Refund	74.59
Hy-Vee	Park & Rec - Christmas Past	45.00
Iowa Library Association	Library - 2014 Membership Renewal	165.00
Iowa Library Services	Library - Registration Fee	15.00
Iowa Municipal Finance Office	Admin - IMFOA Annual Dues	55.00
Iowa One Call	Water/Sewer - Service	7.20
Joey Dean Wenndt	Fire - January Training	150.00
John Deere Financial	Streets/Water - Supplies	116.12
Johnson County Refuse Inc.	Recycling - December	3,705.00
Kevin D Olson	Legal Services For Jan 2014	1,500.00
Lemma, Tsion	Water - Utility Refund	46.36
Lenoch & Cilek	Water - Thermostat	29.99
Liberty Communications	Various Depts - Phone Service	1,074.28
Linn County R.E.C.	Streets - Utilities	120.00
Lynch's Plumbing	Library/Water - Waterheater & Repair	1,544.00
Matt Parrott	Admin - Supplies	24.54
Mediacom	ADMIN - SERVICE	40.90
Menards	STREETS/WATER - SUPPLIES	378.91
Midwest Janitorial Service	Lib/TH/Admin/Police - Cleaning	646.56
Moore's Welding	Streets - Bracket Snow Plow	60.75
Mozy Inc	Admin - Server Backup	158.95
Northway Well And Pump	Water - New Heaters Well#2	337.00
Oasis Electric	Library - Repair Light	92.30
Overdrive	Library - EBooks	371.89

Overhead Door Company	Streets - Service	296.00
Parkside Service	Streets/Police - Tires & Service	2,131.70
Payroll Expense	Payroll Expense 1-3 & 1-17-13	52,270.34
Physio-Control	Fire - Supplies	105.49
Pip Printing	Streets -Bldg Inspection Forms	132.96
Pitney Bowes	Library/Admin - Lease Contracts	564.03
Pitney Bowes Purchase Power	Admin/Water/Sewer - Postage	500.00
Plunkett's Pest Control	Admin/Town Hall - Pest Control	49.92
Qc Analytical Services	Sewer - Testing	608.00
Quality Engraved Signs	Admin - Nameplates	58.60
Quill Corp	Library/Police/Admin/Streets - Supplies	427.39
RK Dixon	Admin - Blk/Wh & Color Copies	961.68
S & G Materials	Streets - Sand	375.24
Shanelle M Peden	Admin/Cable -Supplies & Video	172.25
Shimmin, Nick	Library - Reimb For Supplies	10.59
Springdale Agency	Fire - Insurance Additions	740.00
Sprint	POLICE - SERVICE	179.97
Terence J Goerdts	Admin - Building Inspections	140.00
The Library Store	Library - Supplies	35.55
Treasurer State Of Iowa	Iowa Sales Tax Pmt Dec 2013	2,166.00
Treasurer State Of Iowa	State Withholding Tax	2,265.00
University Of Iowa: State	Water - Testing	24.00
UPS	SEWER - SHIPPING	97.36
US Bank Equipment Finance	Library - Copier Contract	70.42
US Cellular	Various Depts - Phone Service	536.16
Veenstra & Kimm Inc.	Streets/Water/Sewer/P&R/P&Z - Eng.	3,865.11
Wageworks	FLEX - HCFSA2013	115.98
Walmart	LIBRARY - SUPPLIES	294.39
West Branch Animal Clinic	Animal Control - Stray Pets	271.00
West Branch Repairs	Streets - Service Trucks	1,944.98
West Branch Times	Legal/Admin - Publications & Sub Renewal	489.14
WEX Bank	Police - Fuel	400.44
	Grand Total	116,833.08

Fund Totals		
001 General Fund		60,175.45
022 Civic Center		744.41
031 Library		12,342.18
036 Tort Liability		740.00
110 Road Use Tax		6,488.50
112 Trust And Agency		1,384.07
226 Go Debt Service		8,364.57
600 Water Fund		16,048.39
610 Sewer Fund		10,429.53
950 BC/BS Flexible Benefit		115.98
Grand Total		116,833.08

COMMUNICATIONS/OPEN FORUM

Main Street Director Mackenzie Krob announced the 2nd Annual Dessert Auction and fundraiser on February 8th at 7:00 pm in the Brick Arch Winery. Tickets are \$15.00 each or if pre-booked there are group table discounts. A visioning meeting for Main Street will be Wednesday, January 29th at 6:00 pm in the Community State Bank basement.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell – Recognition of Plato Electric

Mayor Worrell said there was a schedule conflict for Plato Electric. This recognition will be moved to the next Council meeting.

Councilperson Tim Shields - Appointments/Reappointments/Move to action.

- i. Mike Fryauf – Park & Recreation Commission, June 30, 2016

Motion by Miller to approve the appointment of Mike Fryauf to Park & Recreation Commission, second by Pierce. AYES: Miller, Pierce, Stevenson, Shields. Absent: Ellyson. Motion carried.

Mayor Mark Worrell - Appointments/Reappointments/Move to action.

- i. David Hosier, Asst. Fire Chief – EMA Board Representative

Worrell said that he and David will be attending the Cedar County EMA board meetings.

Motion by Miller to approve the appointment of David Hosier, Asst. Fire Chief to the EMA Board as a Representative, second by Shields. AYES: Miller, Shields, Stevenson, Pierce. Absent: Ellyson. Motion carried.

Councilperson Brian Pierce - Appointments/Reappointments/Move to action.

- i. Jose Gongora – West Branch Volunteer Firefighter
- ii. Brad Ratliff – West Branch Volunteer Firefighter

Motion by Shields to approve the appointments of Jose Gongora & Brad Ratliff as West Branch Volunteer Firefighters, second by Stevenson. AYES: Shields, Stevenson, Miller, Pierce. Absent: Ellyson. Motion carried.

Resolution 1171, approving an Amendment to Subscription Agreement with Tyler Technologies, Inc. in the amount of \$16,756./Move to action.

City Administrator Matt Muckler said that this is a two-year renewal of our support agreement with Tyler Technologies for our financial, payroll and utility billing software.

Motion by Stevenson, second by Pierce to approve Resolution 1171. AYES: Stevenson, Pierce, Miller, Shields. Absent: Ellyson. Motion carried.

Resolution 1172, setting the salary for an appointed officer of the City of West Branch, Iowa for the fiscal year 2013-2014./Move to action.

Mayor Worrell thanked Alex for his service to the City.

Motion by Miller, second by Shields to approve Resolution 1172. AYES: Miller, Shields, Stevenson, Pierce. Absent: Ellyson. Motion carried.

Resolution 1173, providing for a health insurance benefit to be paid to employees covered by another insurance policy./Move to action.

Muckler explained that the proposal would allow regular full-time employees with health/dental insurance coverage through another family member to opt out of health/dental insurance coverage with the City in return for the City providing a payment in lieu thereof in the amount of fifty (50) percent of the cost of a single premium. Councilperson Miller suggested that employees be required to show comparable insurance coverage. Council discussed and added language that requires employees to show proof of insurance coverage elsewhere that meets federal requirements under the affordable care act.

Motion by Pierce to amend motion to add language for the employee to provide proof of insurance coverage that meets federal requirements under the affordable care act, second by Stevenson. AYES: Pierce, Stevenson, Miller, Shields. Absent: Ellyson. Motion Carried.

Motion by Pierce, second by Stevenson to approve Resolution 1173. AYES: Pierce, Stevenson, Miller, Shields. Absent: Ellyson. Motion carried.

CITY STAFF REPORTS

Park & Rec Director Melissa Russell – Park & Rec Annual Report

Russell thanked the community and Park & Rec Commission members for their outstanding volunteer hours to the programs. Youth programs continue to grow in FY13. In 2014 there will be an increase due to adding the summer league program. This provides summer t-ball, baseball, and softball for children in grades K-6. Community events have grown 38.5% due to the popularity of the Lunch Bunch program. Adult program participation has increased 12%.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Worrell made a presentation on leadership to West Branch Elementary School second graders on Monday, January 20th.

Fire Chief Kevin Stoolman gave an update on the damaged Suburban medical truck that was involved in the accident on I-80.

Motion to adjourn to closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where the disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation pursuant to Section 21.5(c) of the Code of Iowa.

Motion by Miller to adjourn to executive session at 7:10 p.m. and second by Shields. AYES: Miller, Shields, Stevenson, Pierce. Absent: Ellyson. Motion carried.

Motion by Miller to adjourn from executive session at 7:34 p.m. and second by Pierce. AYES: Miller, Pierce, Stevenson, Shields. Absent: Ellyson. Motion carried.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 7:38 p.m.

Mark Worrell, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk