

*(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**

**September 2, 2014  
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:12 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Library Director Nick Shimmin, and Police Chief Mike Horihan. Council members: Colton Miller, Mary Beth Stevenson, Brian Pierce, and Tim Shields. Absent: Jordan Ellyson.

**APPROVE AGENDA/CONSENT AGENDA**

- a) Approve minutes from the August 18, 2014 City Council Meeting.
- b) Approve minutes from the August 18, 2014 City Council Work Session.
- c) Approve claims.
- d) Approve street closure of Green Street from Downey to First Street on Wednesday October 8, 2014 from 4:00 p.m.-8:00 p.m. for the Methodist Church Annual Tailgate Event.

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

Date 9-2-14	City Of West Branch Claims Report	
Blue Cross Blue Shield	Health Insurance	11,113.97
Cedar County Assessor	Fire - Fire & Ems Service Maps	1.50
Dearborn National Insurance	Life Insurance	63.25
EFTPS	Federal Withholdings	7,307.12
Hy-Vee	Park & Rec - Sand VB Supplies	42.35
Iowa Department Of Revenue	Payroll Expense - August	1,491.34
IMFOA	Admin - Training/CMC Filing Fee	65.00
IPERS	IPERS	13,296.64
Main Street West Branch	Econ Dev - Fy15 Pledge	18,500.00
Mediacom	Cable - Service	40.90
Payroll Expense	Payroll Expense 8-29-14	29,250.77
Russell, Melissa	P&R - Reimb for daycamp supplies	244.32
Shanelle Peden	Admin - Reimb For Mileage/HHTD Supplies	154.08
Treasurer State Of Iowa	State Withholding Tax	3,949.00
United States Treasury	Payroll Expense 8-29-14	538.06
UPS	Sewer - Shipping	25.14
Urmie, Tami	Animal Cont- Reimb For Dog Park Ribbon	4.75
Verizon Wireless	Various Depts - Phone Service	778.34
Wageworks	Flex - HCFSA2014 Payment	430.00
	Grand Total	87,296.53

Fund Totals	
001 General Fund	47,291.81
031 Library	6,397.53
110 Road Use Tax	163.43
112 Trust And Agency	13,635.63
600 Water Fund	10,088.08
610 Sewer Fund	9,290.05
950 BC/BS Flexible Benefit	430.00
Grand Total	87,296.53

**COMMUNICATIONS/OPEN FORUM**

Barb Smith announced she is running for Cedar County Treasurer in the November 4<sup>th</sup> election. If she is elected she would like to have the Cedar County Driver's License Station open on Fridays.

Superintendent Pete Swisher gave an update on the project to stabilize structures and remove one building at the Thompson Farm in the next ninety days. The property is scheduled to become a maintenance facility for the National Park Service. Any comments regarding the project can be submitted to Cary Wiesner.

#### **PUBLIC HEARING/NON-CONSENT AGENDA**

Resolution 1223, directing the Mayor to send a letter to the Hoover Presidential Foundation./Move to action.

Motion by Stevenson, second by Shields to approve Resolution 1223. AYES: Stevenson, Shields, Miller, Pierce. Absent: Ellyson. Motion carried.

Resolution 1232, adopting a policy regarding the use of city credit cards./Move to action.

Motion by Pierce, second by Miller to approve Resolution 1232. AYES: Pierce, Miller, Stevenson, Shields. Absent: Ellyson. Motion carried.

#### **CITY STAFF REPORTS**

City Administrator Matt Muckler gave an update on the following items and events. The Casey's project is moving forward. The City received a pre-liminary ranking of number six through the REAP city parks and open space grant program. The trail project would allow access between the West Branch Village Mobile Home Community and the Hoover Nature Trail. The project scored well enough by the City Grant Selection Committee and the City is invited as a finalist to attend the selection meeting on Sept. 4th.

The Community center design charrette will be held on September 3rd from 8:00 am to 8:00 pm with community review and input at noon and a community presentation at 7:00 pm.

Muckler had a good meeting with Procter & Gamble, they are aware, have a plan and want to cooperate on the truck traffic situation.

The North Downey bid opening will be on September 11th. There will be a Council goal setting session on September 15th.

#### **COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Councilperson Mary Beth Stevenson – Stormwater Best Management Practices Reimbursement program

Stevenson said the Council budgeted \$2,500.00 this fiscal year toward the stormwater reimbursement program. Her recommendation would be to do a match of 50% of a given project and cap the total cost at \$500.00. Types of projects that would receive reimbursement are permeable pavement, green roofs, planting trees to absorb water, rain gardens and rain barrels. There would be an application process that would follow the Iowa stormwater best management practices manual.

#### **ADJOURNMENT**

Motion to adjourn meeting by Pierce, second by Shields. Motion carried on a voice vote. City Council meeting adjourned at 7:51 p.m.

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Mark Worrell, Mayor

ATTEST: \_\_\_\_\_

Dawn Brandt, Deputy City Clerk