

(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 18, 2011
6:32 p.m.**

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator/Clerk Matt Muckler, City Attorney Bruce Goddard, Deputy City Clerk Dawn Brandt, Library Director Nick Shimmin, Police Chief David Bloem, Park & Rec. Director Melissa Russell, Fire Chief Administrator Dick Stoolman, Crime Data Processor Gina Heick, and Fire Chief Kevin Stoolman. Council members: Mark Worrell, David Johnson, Robert Sexton, Dan O'Neil and Jim Oaks.

Motion by Johnson and second by Sexton to amend the current agenda and remove item 6d) Approve re-zoning the south 89 feet of Lots 72 and 73 and the west 8 feet of the vacated alley adjacent to the south 89 feet of Lot 72 in Block 8, West Branch, Cedar County, from R-2 to B-2 and bring it back with proper notification for the first reading at the next Council Meeting on 2/7/11.

Roll call vote – AYES: Johnson, Sexton, Worrell, O'Neil, Oaks. Motion carried.

APPROVE AGENDA/CONSENT AGENDA

- a) Approve minutes from the January 3, 2011 City Council Work Session and the January 3, 2011 City Council Meeting.
- b) Approve claims.

City of West Branch Claims - 1/18/11					
Agvantage FS Inc.	LP gas	763.64	Hach Company	supplies	168.54
Alliant Energy	utilities	8036.87	Heick, Gina	cleaning	40.00
Altoona Public Library	lost item	26.50	Hygienic Lab	water testing	142.00
Amazon	supplies	43.20	Iowa Business Supply	office supplies	553.71
Aramark	service	309.97	Iowa City Press Citizen	attorney ad	220.60
Baker & Taylor Books	books	643.17		service	
Barron Motor Supply	supplies	388.87	Iowa Network Services	contract	26.99
BDC Building Plan Review	service	90.30	Iowa One Call	service	27.90
	grave		Iowa Workforce		
Bean & Bean	openings	5000.00	Development	unemp. claim	6161.18
Bloem, David	reimbursement	107.51	Johnson County Mutual		
Business Radio Sales	repair service	20.00	Aid	annual dues	95.00
Cedar County Public			Johnson County Refuse	recycling	3543.50
Health	flu shots	125.00		training	
Cedar Rapids Photo Copy	service	65.35	Kirkwood College	classes	425.00
Central Iowa Distributing	cleaner	44.55		elevator	
Chris Jones Trucking	roadstone	441.62	Kone Inc.	service	450.00
City Electric	light bulbs	138.76	Lease Consultants Corp.	service	59.00
Creative Software Service	service	191.25	Lenoch & Cilek	supplies	9.99
Cusumano, Chris	credit refund	79.18	Liberty Communications	utilties	1126.75
	97 F-700		Linn Co. REC	utilties	102.00
Dave Seydel Auto & Truck	service	179.42	Lynch Excavating Co.	service	1985.60
	Oshkosh		Matt Parrott	billing forms	474.13
Dave's Welding & Repair	service	300.00	Menards	supplies	1366.85
Deweys Jack & Jill	supplies	110.75	Ann Nash	cleaning	480.00
	carpet		Oasis Electric	repair service	549.68
Duraclean	cleaning	600.00	Payroll	01/01/2011	40703.15
Ed M Feld Equipment	helmet	284.50	Payroll	01/14/2011	32319.95
Farm & Home Publishers	books	76.20	Peden, Shanelle	videotaping	150.00
Farm Plan	supplies	146.15	Plato Electric	service	568.80
Fleet Services	fuel	371.73	Plumber's Supply	supplies	14.70
General Pest Control	service	100.00	Plunkett's Pest Control	service	24.00
Goddard, Atty. Bruce	legal service	160.00	QC Analytical Services	sewer testing	690.00
			Quality Engraved Signs	supplies	66.00
			Radioshack Corporation	power supply	95.98

River Products	roadstone	967.00	West Liberty Index	attorney ad	14.63
Rohret, Rikki & Julie	credit refund	40.91			
Safariland LLC	supplies	35.69	Total		\$117,614.26
	security				
Security Camera Direct	camera	202.16	Fund Totals		
Spahn & Rose Lumber	supplies	137.25	General Fund	53253.22	
	service		Civic Center	748.22	
Sprint	contract	179.97	Library	8944.39	
Staples	office supplies	23.48	Road Use Tax	9909.06	
Sulzner, Ellen	cleaning	544.00	Police Recovery Act Grant	2508.22	
Thein Motor Sales	repair service	480.25	Trust & Agency	10663.98	
Tipton Conservative	attorney ad	16.54	Water	18004.63	
Treasurer State of Iowa	sales tax	1772.48	Sewer	13582.54	
Treasurer, Iowa State Univ.	training			\$117,614.26	
	classes	195.00			
UPS	shipping	62.90			
US Cellular	service	533.37			
Walmart	supplies	191.43			
West Branch Repairs	service/battery	235.16			
West Branch Times	publications	496.55			

Roll call vote – AYES: Johnson, Sexton, Worrell, O’Neil, Oaks. Motion carried.

The Clerk reported the following receipts for the month of December 2010:

Water, Sewer, Recycling	\$	48,204.25	Cedar Co. Property Tax	\$	12,999.56
Water Utility Deposits	\$	350.00	Johnson Co. Prop. Tax	\$	541.72
Cookson Rent	\$	130.00	Road Use Tax	\$	16,005.65
Town Hall Rent	\$	345.00	Fines	\$	1,097.42
Misc.	\$	259.00	Twp. Fire Contract	\$	33,327.23
Library	\$	1,961.92	Building Permits	\$	150.00
Donations	\$	31,442.95	Police Department Grant		
Interest	\$	370.18	Krouth Fund Interest	\$	0.36
Investments Interest	\$	912.82	M. Gray Savings Interest	\$	2.03
Cable fees			Cemetery Perp. Care Int.		
Hometown Days			MV Fuel Tax Refund		
Cat & Dog Registrations	\$	200.00	Reimbursement/Refunds		
Beer & Liquor Lic. Fees	\$	275.00	Grave Openings		
Park & Rec. Activities	\$	340.00	Cemetery Lots		
SUBTOTAL	\$	84,791.12	SUBTOTAL	\$	64,123.97
			TOTAL	\$	148,915.09

The Clerk reported the following balances on hand for the month of December 2010:

(Balances =Financial Statement Report Bank Balance + Investments)

Funds	Bank Balance	Investments	Total
001 General	\$ 244,168.26	\$ 228,723.32	\$ 472,891.58
011 Police Donations	\$ 8,601.54	\$ -	\$ 8,601.54
014 Fire Dept. Donations	\$ 52,150.00	\$ -	\$ 52,150.00
018 Park Donations	\$ 5,388.71	\$ -	\$ 5,388.71
022 Civic Center	\$ 10,936.32	\$ 23,166.55	\$ 34,102.87
031 Library Operating	\$ (6,793.08)	\$ 16,310.85	\$ 9,517.77
036 Tort Liability	\$ 5,733.48	\$ -	\$ 5,733.48
050 Home Town Days	\$ 11,473.28	\$ -	\$ 11,473.28
110 Road Use Tax	\$ 172,119.25	\$ 29,819.47	\$ 201,938.72
111 Police Recovery Act Grant	\$ (1,255.68)	\$ -	\$ (1,255.68)
112 Trust & Agency	\$ 36,001.72	\$ -	\$ 36,001.72
119 Emergency Tax Fund	\$ 50,094.12	\$ -	\$ 50,094.12

121 Local Option Tax	\$	-	\$	-	\$	-
125 TIF	\$	590,749.99	\$	-	\$	590,749.99
160 Economic Develop.	\$	138,934.85	\$	-	\$	138,934.85
200 Debt Service	\$	1,354.33	\$	-	\$	1,354.33
226 SRF Debt Service	\$	84,626.29	\$	-	\$	84,626.29
300 Capital Improvement	\$	274.23	\$	-	\$	274.23
500 Cemetery Perpetual	\$	9,253.84	\$	88,000.00	\$	97,253.84
501 Krouth Fund Principal	\$	-	\$	101,238.58	\$	101,238.58
502 Krouth Enlow Int. Fund	\$	8,500.71	\$	23,382.71	\$	31,883.42
600 Water Operating	\$	225,115.19	\$	123,900.21	\$	349,015.40
603 Water Sinking Fund	\$	21,166.64	\$	-	\$	21,166.64
610 Sewer Operating	\$	129,377.29	\$	76,587.19	\$	205,964.48
TOTAL	\$	1,797,971.28	\$	711,128.88	\$	2,509,100.16

COMMUNICATIONS/OPEN FORUM

Pete Swisher introduced himself to the Council, as the new Herbert Hoover National Historic Site Superintendent.

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL

Councilman Mark Worrell - Recognize City Attorney Bruce Goddard for his twenty-five years of service to the residents of the City of West Branch. Worrell presented City Attorney Goddard with a plaque. Mayor Kessler also thanked Bruce for his years of service.

First reading of Ordinance 673 amending Chapter 30 "POLICE DEPARTMENT" by adding the following section, Section 30.11: 30.11 RESIDENCY REQUIREMENT: All full-time peace officers, including the Police Chief, shall become residents of the City of West Branch, and continued residency in the City is a requirement for continued employment with the City/Move to action.

Johnson said that he would like to have the residency requirement for the Police department consistent with the Fire Department, requiring all police officers to live within a five mile radius of the city. O'Neil stated that he is in favor of this ordinance for all officers. Worrell said that Fire is a volunteer dept. and it would be hard to get 30 members to live in town. The Police Department has three full-time paid employees and he feels that all three should live in town.

Motion by Worrell, second by O'Neil to approve First reading of Ordinance 673. Roll call vote – AYES: Worrell, O'Neil, Oaks. NAYS: Johnson, Sexton. Motion carried.

Approve a \$75 annual fee payable to West Branch Animal Control by the owner of Lucy, a black lab with a micro chip, that has been classified as having engaged in Level 3 behavior, due at the time the dog license is renewed each year as long as the owner continues to possess the Level 3 animal within the City limits./Move to action.

Gloria Dorr explained to the Council what happened on her property in her fenced in yard. Her daughter and their dog were in the yard and the neighbor's dog Lucy came under the fence and attacked Gloria's dog. Johnson asked if the dog was registered with the City. Chief Bloem stated that it was not registered. Chief Bloem explained the different levels and classified Lucy at the Level 3. The animal commission suggested the \$75.00 annual fee for this case. Johnson stated that the ordinance should be re-written with the fees for the different levels.

Motion by Sexton, second by Johnson to approve a \$75 annual fee payable to West Branch Animal Control by the owner of Lucy. Roll call vote – AYES: Sexton, Johnson, Worrell, O'Neil and Oaks. Motion carried.

Discussion and approval of initial revenue estimates, general fund salary amounts, and general fund departmental non-salary expenditure amounts./Move to action.

For the February 7, 2011 meeting, Council requested to see the progression of the budget process from the initial director request (1/3) to the administrator recommendation (1/18) to the initial Council approval (1/18). At the February 7, 2011 Council Meeting, Council will discuss line items of concern and make any reductions that they

choose to make. Approximately \$8,000 of additional reductions still need to be made so that general fund expenditures do not exceed revenues. As agreed by the Council at the December 20, 2010 Council Work Session, increases to any general fund department or line item can only be funded with a corresponding decrease from another department or line item.

MAYOR DON KESSLER

Appointments/Reappointments

a) West Branch Public Library Board - Peter Pappas

b) West Branch Public Library Board – Laura Gongora

Motion by Johnson, second by O’Neil to approve appointments. Roll call vote – AYES: Johnson, O’Neil, Worrell, Sexton, Oaks. Motion carried.

REPORTS

Crime Data Processor Gina Heck – West Branch Police Department Monthly Report.

Gina Heck presented the Police Department’s December calls for service.

Code of Ordinances, Chapter 155.02 – Building Permit Fees

Council discussed the current building permit fees which are from the State building code. Worrell said to look at what other communities around us are charging.

ADJOURNMENT

Motion by Sexton to adjourn. City Council meeting adjourned at 8:24 p.m.

Don Kessler, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk