

(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

**October 03, 2011
7:00 p.m.**

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Deputy City Clerk Dawn Brandt, Library Director Nick Shimmin, Fire Chief Kevin Stoolman, Fire Chief Administrator Dick Stoolman, Police Chief Mike Horihan, and Water/Wastewater Operator Matt Goodale.
Council members: Mark Worrell, Dan O'Neil, and Jim Oaks. David Johnson and Robert Sexton were absent.

APPROVE AGENDA/CONSENT AGENDA

- a) Approve minutes from the September 19, 2011 City Council Work Session.
- b) Approve minutes from the September 19, 2011 Regular City Council Meeting.
- c) Approve minutes from the September 22, 2011 Special City Council Meeting.
- d) Approve claims.
- e) Approve transfer of \$64,085.86 from Emergency Fund to General Fund.

Motion by O'Neil, second by Oaks to approve agenda. AYES: O'Neil, Oaks, Worrell. Absent: Johnson and Sexton. Motion carried.

Date	9/27/2011	City Of West Branch	
		Claims Register Report	
Aero Rental		Streets - Vibraplate	671.80
Blue Cross Blue Shield		Police/Library - City Share	790.89
Borland-Kaalberg, Ashley		Ach Payroll Expense	909.85
Brandt, Dawn		Ach Payroll Expense	1,194.73
Cedar County Treasurer		Legal - Tax Bill for Parcel	14.00
		Legal - Tax Bill for Parcel	42.00
		Legal - Tax Bill for Parcel	26.00
		Legal - Tax Bill for Parcel	10.00
Community State Bank		Park - Cash for Concessions	70.00
Goodale, Matthew		Ach Payroll Expense	1,827.34
Grimm, John		Payroll Expense	419.21
Hanna, John		Ach Payroll Expense	1,147.92
Heick, Gina		Ach Payroll Expense	60.77
Horihan, Michael		Ach Payroll Expense	1,434.57
Internal Revenue Service		Federal W/H	2,322.43
		Fica-Med.Car	2,467.15
		Fica-Med.Car	687.96
Ipers		Ipers	2,465.79
		Ipers	817.46
Karr, Daniel		Payroll Expense	1,181.64
Knoche, Rebecca		Ach Payroll Expense	881.08
Korsmo, Katrina		Ach Payroll Expense	160.15
Martin, Kimberly		Ach Payroll Expense	234.06
Moss, Timothy		Ach Payroll Expense	1,157.65
Muckler, Matthew		Ach Payroll Expense	2,208.78
O'Neil, Paul		Ach Payroll Expense	1,409.91
Russell, Melissa		Park & Rec - Reimbursement	148.96
		Ach Payroll Expense	1,153.93
Shimmin, Nicholas		Ach Payroll Expense	1,039.46
Stewart, Thomas		Ach Payroll Expense	1,029.35
Treas. State of Iowa		State Wth.	1,111.00
Wallick, Claudia		Ach Payroll Expense	184.97
		Grand Totals	29,280.81

	Fund Totals	
001	General Fund	14,060.58
031	Library	3,179.73
110	Road Use Tax	1,142.80
111	Police Recovery Act Grant	82.20
112	Trust and Agency	3,578.55
600	Water Fund	3,635.65
610	Sewer Fund	3,601.30
	****	29,280.81

COMMUNICATIONS/OPEN FORUM

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL
Third Reading of Ordinance 684, amending Chapter 69 “Parking Regulations” to designate the east side of Oliphant Street from the intersection with Orange Street extending north 125 feet as a No Parking Zone./Move to action.

Motion by Worrell, second by O’Neil to approve Third Reading of Ordinance 684, amending Chapter 69 “Parking Regulations” to designate the east side of Oliphant Street from the intersection with Orange Street extending north 125 feet as a No Parking Zone. Roll call vote- AYES: Worrell, O’Neil and Oaks. Absent: Johnson and Sexton. Motion carried.

First reading of Ordinance 685 amending Chapter 92 “WATER RATES” by increasing water rates five percent per year (rounded to the nearest cent) for five years effective July 1, 2012./Move to action.

Muckler was asked to provide the Council with water rate projections that would include the cost of water bonds currently being funded from the general fund in future water rates. Muckler was asked to provide sewer rate projections that included funding for the lift station project. Council also requested to review a funding option that would not include raising the number of gallons (currently 1,700 gallons) upon which minimum water and sewer bills are calculated. Motion by Worrell, second by O’Neil to table first reading of Ordinance 685. Roll call vote – AYES: Worrell, O’Neil, Oaks. Absent: Johnson and Sexton. Motion tabled.

Approve the hiring of Matt Goodale as the Public Works Director./Move to action.

Muckler discussed the process for appointing the position and recommended the hiring of Matt Goodale to the Council. Motion by O’Neil, second by Oaks to approve hiring Matt Goodale as the Public Works Director. Roll call vote – AYES: O’Neil, Oaks, Worrell. Absent: Johnson and Sexton. Motion carried.

Approve Resolution 955, Setting the Salary for Public Works Director Matt Goodale./Move to action.

Motion by O’Neil, second by Worrell to approve Resolution 955. Roll call vote – AYES: O’Neil, Worrell, Oaks. Absent: Johnson and Sexton. Motion carried.

Approve Professional Services Agreement for Creating Connections: Establishing Safe Routes to School in West Branch with AECOM./Move to action.

City Administrator Matt Muckler said that the proposal from AECOM is not completed. AECOM anticipates finishing the proposal by the end of the week. Motion by Worrell, second by O’Neil to table professional services agreement. Roll call vote – AYES: Worrell, O’Neil, Oaks. Absent: Johnson and Sexton. Motion tabled.

Approve crack sealing work with Kluesner Construction, Inc. in the amount of \$14,672.11 for Main Street from city limit to city limit and on North Downey from Main Street to 330 feet north of College Street./Move to action.

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

Approve Resolution 956, a resolution of intent to dispose of an interest in real property generally referred to as the former Cookson Community Center./Move to action.

City Attorney Kevin Olson stated that this is the first step in the process and provides notification of the City’s intent to sell the property.

Motion by Worrell, second by O'Neil to approve resolution 956. Roll call vote – AYES: Worrell, O'Neil, Oaks.
Absent: Johnson and Sexton. Motion carried

Set a public hearing on proposal to dispose of an interest in real property, said real property being generally referred to as the former Cookson Community Center./Move to action. A Public Hearing for October 17, 2011 was discussed. Motion by Worrell, second by O'Neil to set public hearing. Roll call vote – AYES: Worrell, O'Neil, Oaks. Absent: Johnson and Sexton. Motion carried

Approve concrete work with Slach Construction in the amount of \$11,700.00 for the east driveway of the West Branch Fire Department./Move to action.

City Administrator Matt Muckler said that the East side driveway concrete work would be completed using donation money given to the fire department for the expansion project.

Motion by Worrell, second by O'Neil to approve concrete work. Roll call vote – AYES: Worrell, O'Neil, Oaks.
Absent: Johnson and Sexton. Motion carried

Appointments/Reappointments/Move to action.

Mary Beth Stevenson – Planning & Zoning Commission

Motion by Worrell, second by O'Neil to approve appointment. Roll call vote – AYES: Worrell, O'Neil, Oaks.
Absent: Johnson and Sexton. Motion carried

MAYOR DON KESSLER

Appointments/Reappointments

None

REPORTS

City Administrator Matt Muckler – NPS Snow Removal

National Park Superintendent Pete Swisher said that they would be sending out the snow removal contract for open bids. Muckler was asked to bring back other funding options for Council consideration at a future Council Meeting.

City Engineer Dave Schechinger, P.E. – Main Street Parking

Dave gave three cost opinion bids for changing the parking on Main Street in front of the Fire station and Village Green from parallel to angled parking.

ADJOURNMENT

Motion to adjourn meeting by O'Neil, second by Worrell. City Council meeting adjourned at 8:08 p.m.

Don Kessler, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk