

(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 20, 2014
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:00 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Police Officer Alex Koch, Parks & Recreation Director Melissa Russell, and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Tim Shields. Absent: Mary Beth Stevenson, and Brian Pierce.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the October 6, 2014 City Council Meeting.
- b. Approve minutes from the October 6, 2014 City Council Work Session.
- c. Approve claims.
- d. Approve alley closure for the 100 Block of the north side of West Main Street from Friday October 25, 2014 to Monday October 27, 2014.

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

Date 10/20/14	City of West Branch Claims Report	
3E Electrical Engineering	Admin - Ballast	22.05
ABC Fire Prot. Inc.	Fire - Service Fire Ext	124.32
Alert-All Corp	Fire - Safety Materials	564.00
Alliant Energy	Various Depts - Utilities	9,292.90
Amazon	Library - Supplies	749.92
Baker & Taylor Inc.	Library - Books	1,332.22
Barron Motor Supply	Streets- Supplies	114.89
Bean & Bean	Cemetery - Grave Openings	1,650.00
Bound Tree Medical	Fire - Latex Gloves	164.90
Bowen, Roger	Streets- Reimb For Tree Removal	500.00
BP Amoco	Fire/Cemetery - Fuel	463.21
Brown's West Branch	Police - Headlamp	23.70
Business Radio Sales	Fire - Batteries	84.00
Cedar Rapids Photo Copy	Library - Supplies	53.05
Chris Jones Trucking	Streets - Hauling Roadstone	661.63
Clifton, Sunny	Water - Utility Refund	36.64
Community State Bank	Fire Dept Exp/Lawsuit Loan Pmts	26,757.59
Copyworks	P&R - Park Brochures	2,250.00
Croell Redi-Mix	Streets/Sewer - Projects	3,477.24
Culligan Water	Fire - Water Cond Rental	37.90
Cy's Tree Service	Streets - Oliphant St Sidewalk	100.00
Debra Fiderlein	Park&Rec - Session 5 Classes	294.84
Demco	Library - Labels	85.81
Deweys Jack & Jill	P&R/Water/Library - Supplies	27.43
Document Destruction	Admin - Document Dest Srvs	44.25
Dorsey & Whitney	Legal - Services thru 8-31-14	260.00
Dusty's Precision Auto	Police - Tires 2013 Ford Exp	646.88
Ed.M.Feld Equipment	Fire - Bunker Pant/Supplies	1,229.50
EFTPS	Federal Withholdings	6,454.63
Emergency Services	Fire - Service	25.68
ETS Corporation	Adm/Water/Sewer - Credit Card Fees	54.37
F&B Communications	Admin - Website Hosting	29.95
Feh Associates Inc	P&R- Proj 2014206 Rec Ctr Des	5,310.00
General Pest Control	Library - Pest Control	70.00
Great American Business Products	Animal Cont - Pet Waste Bags	277.24
Greatamerica Leasing	Admin - Copier Lease	252.06
Harry's Custom Trophies	Park & Rec - Supplies Fball	220.00
Hawkins	Water - Azone 15	749.50
HBK Engineering	P&R-Eng Proj A130839 Park Plan	4,465.00
HD Cline Company	Cemetery - Blades	134.12
Hospers & Brother Printers	Fire - Supplies	203.98
ICAD Group	Mayor&Council - Icad Mtg	60.00
IMWCA	Fire/Streets-Work Comp Prem 4	4,581.00
Interstate All Battery	Police - Portable Battery	145.00
Iowa Assn. Mun. Utilities	Water - Training Workshop	295.00
Iowa Department Of Natural	Water - Annual Water Use Fee	99.00
Iowa Gym-Nest	Park & Rec - Fee for participant	85.00
Iowa League Of Cities	Admin - Budget Workshop	70.00
Iowa Library Association	Library - 2014 Annual Conf Fee	268.00
Iowa Prison Industries	Library - Signs	75.50
Iowa State University	Fire - Training Materials	73.00
Jodi Yeggy	Park&Rec - Session 5 Classes	294.84
Joey Dean Wennndt	Fire - October Training	150.00
John Deere Financial	Cemetery/Water - Supplies	485.95
Johnson County Refuse Inc.	Recycling - Sept 2014 & Fall Cleanup	6,343.15
Kevin D Olson	Legal Services October 2014	1,500.00

L. L. Pelling Co.	Streets - Sealcoat & Cold Mix	11,924.50
Leightronix Inc	Cable - Service Cable Unit	540.00
Liberty Communications	Various Depts - Phone Service	1,108.91
Linn County R.E.C.	Streets - Utilities	138.00
Lynch's Plumbing Inc	Water/Library - Service	1,131.50
Matt Parrott	Admin - Receipt Books	195.00
Mediacom	Cable - Service	40.90
Metropolitan Planning Org	Streets - Traffic Study	2,200.00
Midwest Frame & Axle	Fire - Vehicle Supplies	729.98
Midwest Janitorial Service	Lib/TH/Admin/Police - Cleaning	646.56
Municipal Pipe Tool Co	Sewer-Jet Cleaning/Televising	12,143.07
Municipal Supply Inc.	Water - Supplies	1,791.20
Nesper Sign Advertising	Comm & Cult - Wayfinding Signs	1,628.00
Oasis Electric	Library - Service Repair	313.84
Omnisite	Sewer - Lift Station Service	101.58
Overdrive Inc	Library - EBooks	177.31
Payroll Expense	Payroll Expense - 10-10-14	27,670.71
Pitney Bowes	Library - Lease Rental Fee	120.00
Pitney Bowes Inc	Admin-Postage Mach Rental	218.00
Pitney Bowes	Adm/Water/Sewer/P&R-Postage	1,000.00
Plunkett's Pest Control	Admin/Town Hall - Pest Control	93.35
Port 'O' Jonny Inc.	Cemetery/P&R - Service	174.00
Qc Analytical Services	Sewer - Testing	584.00
Quill Corp	Admin/TH/Library - Supplies	122.63
Recyclingbin	Com&Cult-Recycle Bins For HHTD	821.54
Rick E Brammer	Comm&Cult - HHTD Fy15 Dep	175.00
RK Dixon	Admin - Blk/Wh & Color Copies	618.86
Robert's Towing & Recovery	Police - Transport Vehicles	2.00
Ruzek, Rebekah	Water - Utility Refund	49.06
Security Cameras Direct	Police - Video Equipment	1,048.45
Shanelle M Peden	Cable - Videotaping	150.00
Shawn Pierce	Park&Rec - Session 5 Classes	252.72
Shiple, Kelli	TH - Town Hall Deposit Refund	100.00
Springdale Agency	Fire - Fy15 Insurance Renewal	14,541.00
The Gazette	Admin - Deputy Clerk Web Ad	289.00
Tipton Electric Motors	Fire - Supplies	311.80
Toynes Ia. Fire Trk.Serv	Fire - Service Trucks	3,268.37
Trans-Iowa Equipment Inc	Streets- Leaf Vac Vehicle	47,510.30
Treasurer State Of Iowa	Iowa Sales Tax Ach Payment	2,631.00
Trugreen Processing Center	Park&Rec - Service Lions Field	897.00
University Of Iowa: State	Water - Testing	425.00
UPS	Sewer - Shipping	100.56
US Bank Equipment Finance	Library - Copier Contract	70.42
USA Blue Book	Water - Adapters	174.48
Veenstra & Kimm Inc.	Various Depts - Engineering	11,888.44
Verizon Wireless	Various Depts - Phone Service	773.64
Walmart	Library - Supplies	234.56
Water Solutions Unlimited	Water - Blended Phosphate	2,511.00
West Branch Community Schools	P&R - Use Of Bus For Trips	1,416.19
West Branch Ford	Streets - Service 04 Ford	388.63
West Branch Times	Legal - Publications	620.08
WEX Bank	Police/Water/Sewer - Fuel	1,480.01
** TOTAL ** -City Of West Branch		241,362.99

Fund Totals	
001 General Fund	72,814.09
022 Civic Center	890.48
031 Library	9,896.27
036 Tort Liability	19,122.00
110 Road Use Tax	68,591.04
112 Trust And Agency	1,456.56
226 Go Debt Service	26,757.59
600 Water Fund	19,192.45
610 Sewer Fund	22,642.51
Grand Total	241,362.99

COMMUNICATIONS/OPEN FORUM - NONE

Park & Recreation Director Melissa Russell announced that Trick or Treat will take place on Friday October 31st from 5:30-8:00 p.m. The Halloween soup supper and costume contest hosted by the City of West Branch Parks & Recreation Department in cooperation with the Animal Control Commission and the West Branch Police and Fire Departments will take place on Friday, October 31st from 5:00-8:00 p.m. at the Fire Station. Dinner is \$5/person or \$20/family.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell – Recognition of Guys & Gals Hairstyles.

Mayor Worrell said that Guys & Gals owner Chris Zinkula could not be in attendance and would be recognized at a future meeting.

Mayor Mark Worrell – Recognition of Melissa Russell – Ten Years of Service.

Worrell thanked Melissa for her ten years of service to the City of West Branch and said he appreciates everything that she does.

Mr. Rod Ness, Executive Director of the Cedar County Economic Development Corporation (CCEDCO) – CCEDCO Update. Ness the Executive Director of CCEDCO said that he is looking forward to working with all of the communities in his new role.

Resolution 1239, hiring Leslie Brick as deputy city clerk for the City of West Branch, Iowa and setting the salary for the position for fiscal year 2014-2015./Move to action. Worrell announced that Leslie Brick was selected as the best candidate for the deputy city clerk position, she has 27 years of administrative experience and her start date will be November 3rd.

Motion by Shields, second by Ellyson to approve Resolution 1239. AYES: Shields, Ellyson, Miller. Absent: Stevenson, Pierce. Motion carried.

Resolution 1240, approving a service agreement with J&M Displays in connection with the 2015 Hoover's Hometown Days Celebration in the amount of \$40,000./Move to action.

City Administrator Matt Muckler said that the City will be doing fundraising for the Hoover's Hometown Days Fireworks display in 2015. Motion by Shields, second by Ellyson to approve Resolution 1240. AYES: Shields, Ellyson, Miller. Absent: Stevenson, Pierce. Motion carried.

Resolution 1241, directing the Mayor to send a letter to Mr. Dave Peden./Move to action.

Councilperson Stevenson recommended an amendment to the letter deleting sentences two and three in paragraph 3 and adding a paragraph. Motion by Shields, second by Ellyson to amend Resolution 1241 with the recommended changes. AYES: Shields, Ellyson, Miller. Absent: Stevenson, Pierce. Motion carried.

Motion by Miller, second by Shields to approve Resolution 1241. AYES: Miller, Shields, Ellyson. Absent: Stevenson, Pierce. Motion carried.

Resolution 1242, approving those certain agreements in connection with the Main Street Sidewalk Improvements – Phase 2 Project./Move to action

Muckler said that all property owners have returned signed agreements for the Main Street sidewalk improvement project. Motion by Ellyson, second by Shields to approve Resolution 1242. AYES: Ellyson, Shields, Miller. Absent: Stevenson, Pierce. Motion carried.

CITY STAFF REPORTS

Public Works Director Matt Goodale – Curbside yard waste and leaf collection programs

City Administrator Matt Muckler noted that Public Works will be picking up leaves curbside on Mondays, Wednesdays, and Fridays. They will start on the east side of the city and work west. Annual leaf pickup will continue through December 4th. He also reminded residents that burning leaves in city limits is not allowed.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Pro Tem Colton Miller – REAP Grant

Miller announced that the City was awarded the \$75,000 grant towards the \$90,000 trail project. The grant money will be used for the West Branch Village trail that includes the construction of 400 feet of trail and a 100-foot bridge to cross the creek. Muckler thanked Park & Recreation Director Melissa Russell for updating and submitting the grant application with the help of Councilpersons Stevenson and Miller.

Mayor Mark Worrell – November 4, 2014 Park Improvement Ballot Measures

Worrell asked that all residents come out and vote on November 4th.

Councilperson Shields invited residents to attend the Park information night at the Town Hall on Tuesday, October 21st.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Ellyson. AYES: Shields, Ellyson, Miller. Absent: Stevenson, Pierce. Motion carried. City Council meeting adjourned at 7:40 p.m.

Mark Worrell, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk