

*(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**

**November 4, 2013  
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, and Administrative Assistant Shanelle Peden, Police Chief Mike Horihan, Police Sergeant John Hanna, Parks & Rec Director Melissa Russell, and City Engineer Dave Schechinger. Council members: Jordan Ellyson, Colton Miller, Jim Oaks, Mary Beth Stevenson, and Dick Stoolman.

**APPROVE AGENDA/CONSENT AGENDA**

- a. Approve minutes from the October 21, 2013 City Council Meeting.
- b. Approve claims.
- c. Approve payment to Ricklefs Excavating, Ltd. In the amount of \$238,696.87 for Partial Pay Estimate No. 4 for the Lift Station & Force Main Project.

Motion by Miller to approve, seconded by Stevenson. AYES: Miller, Stevenson, Ellyson, Oaks, Stoolman. NAYS: None. Motion carried.

Date 11-4-13	City Of West Branch	
Blue Cross Blue Shield	Insurance	9,776.19
Brandt, Dawn	Admin – Reimb For Training Exp.	37.49
Cedar County Treasurer	Park & Rec - Taxes Payment	1,365.00
Dearborn National Insurance	Life Insurance	56.95
EFTPS	Federal Withholdings	6,230.48
ILlowa Investment	Streets- Final 280 & N Downey	4,219.65
Iowa Department Of Revenue	Payroll Expense October	898.91
IPERS	IPERS	7,951.32
Mediacom	Admin - Service	40.90
Payroll Expense	Payroll Expense 10-25-13	26,412.23
Shanelle M Peden	Admin - Reimb For Training Exp.	201.36
Treasurer State Of Iowa	State W/H Tax & IA Treasure Hunt	2,341.91
Vital Imagery	Library - Subscription	50.00
	<b>Grand Total</b>	<b>59,582.39</b>

001	General Fund	28,802.64
031	Library	6,088.02

110 Road Use Tax	65.32
112 Trust And Agency	11,231.65
600 Water Fund	7,261.54
610 Sewer Fund	6,133.22
Grand Total	59,582.39

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

Maggie Burger, Certified Independent Public Finance Officer from Speer Financial, presented information regarding Tax Incremental Financing. Burger mentioned that approximately 80-90% of their business is with cities. Burger also noted that West Branch is conservative to its approach when using TIF funds.

Motion by Miller to approve the resignation of Al Rozinek from the Planning & Zoning Commission, seconded by Ellyson. AYES: Miller, Ellyson, Oaks, Stevenson, Stoolman. NAYS: None. Motion carried.

Motion by Stevenson to approve the resignation of Kandi Baylor from the Animal Control Commission, seconded by Miller. AYES: Stevenson, Miller, Ellyson, Oaks, Stoolman. NAYS: None. Motion carried.

Motion by Ellyson to approve the resignation of Lisa Harkey from the Preservation Commission, seconded by Miller. AYES: Ellyson, Miller, Oaks, Stevenson, Stoolman. NAYS: None. Motion carried.

Motion by Ellyson to approve the resignation of Jim Huber from the Zoning Board of Adjustment, seconded by Miller. AYES: Ellyson, Miller, Oaks, Stevenson. NAYS: Stoolman. Motion carried.

### Councilperson Jordan Ellyson-Appointments/Reappointments

Motion by Ellyson to approve the appointments of Helen Dauber to the Planning & Zoning Commission and Jennie Embree to the Zoning Board of Adjustment, seconded by Miller. AYES: Ellyson, Miller, Oaks, Stevenson, Stoolman. NAYS: None. Motion carried.

### Mayor Mark Worrell-Appointments/Reappointments

Motion by Miller to approve the appointments of Monica Tylee to the Animal Control Commission and Peggy Jeffries to the Preservation Commission, seconded by Ellyson. City Administrator Muckler noted that Jeffries' term expiration should read December 31, 2014. AYES: Miller, Ellyson, Oaks, Stevenson, Stoolman. NAYS: None. Motion carried.

Resolution 1146, approving staff negotiations with HBK Engineering for engineering services for the Strategic Plan for Park & Rec Capital Improvements: West Branch, IA Project

Motion by Stevenson to approve staff negotiations with HBK Engineering for engineering services for the *Strategic Plan for Park & Rec Capital Improvements: West Branch, IA Project*, seconded by Ellyson. AYES: Stevenson, Ellyson, Miller, Oaks, Stoolman. NAYS: None. Motion carried.

Resolution 1154, approving a dedication agreement and an option agreement in connection with the future consideration of Rummells Avenue

City Administrator Muckler noted the Planning & Zoning Commission recommended that the property owner dedicate ten feet in the right of way on both the Preliminary and Final Plats for Tidewater Heights. Dave Larsen, representative for Sacaba L.L.C., brought with him and presented to Council a dedication agreement on the property. Councilperson Stoolman asked if the agreement has been review by the Planning & Zoning Commission. City Administrator Muckler indicated that Jerry Felt, representative for Clean Energy, spoke to the Commission on October 15, 2013 and will be contacting the City to attend an upcoming Commission meeting. Councilperson Stevenson expressed concerned about potential runoff issues and wants to see a stormwater pollution plan in place for the area.

Motion by Stoolman to table Resolutions 1154, 1148, and 1149, seconded by Miller. AYES: Stoolman, Miller, Ellyson, Oaks, Stevenson. NAYS: none. Motion carried.

First Reading of Ordinance 717, amending Chapter 165 "ZONING REGULATIONS"

No motion was made, and the ordinance died for lack of a motion.

**CITY STAFF REPORTS**

There were no comments from the Mayor or Council members.

**ADJOURNMENT**

Motion by Stevenson to adjourn the meeting, seconded by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:11 p.m.

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Mark Worrell, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk