

(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

**December 16, 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, City Attorney Kevin Olson, Administrative Assistant Shanelle Peden, Library Director Nick Shimmin, Police Chief Mike Horihan, and Public Works Director Matt Goodale. Council members: Jordan Ellyson, Colton Miller, Jim Oaks, Brian Pierce, and Tim Shields.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the December 2, 2013 City Council Work Session.
- b. Approve minutes from the December 2, 2013 City Council Meeting.
- c. Approve claims.
- d. Approve 2014 Seal Coat Unit Pricing Agreement with L.L. Pelling Company.

Motion by Miller to approve, seconded by Shields. AYES: Miller, Shields, Ellyson, Oaks, Pierce.
NAYS: None. Motion carried.

Date 12-16-13

City of West Branch
Claims Register Report

Agvantage FS	Streets - Tank Rent	25.00
Alliant Energy	Various Depts - Utilities	7,468.09
Altorfer	Fire - Generator	32,159.40
Amazon	Library - Supplies	48.91
American Water Works	Water - Membership Renewal	86.00
Amsan	Town Hall/Admin - Supplies	110.60
Atkinson, Ron	Water - Utility Refund	74.59
Baker & Taylor Inc.	Library - Books	1,445.75
Bankers Trust Company	Sewer-2013 Go Bond Interest	21,895.00
Barron Motor Supply	Cem/Str/P&R/Police-Supplies	359.32
Best Buy	Park & Rec - Printer Ink	161.95
Bound Tree Medical	Fire - Supplies	539.99
BP Amoco	Police/Water/Fire - Fuel	1,607.38
CDW Government Inc.	Police - Laser Printer	230.85
Cedar County Auditor	Admin - City Election	1,498.65
Cedar County Cooperative	Streets/Fire - Diesel Fuel	2,405.35
Cedar County Recorder	Legal - Document Recording	270.00
Cedar County Solid Waste	Streets - Waste Disposal	72.50
Cedar Rapids Photo Copy	Library - Service	34.92
Chasing4life	Library - Dep For Reading Prog	150.00
Chris Jones Trucking	Streets - Sand & Hauling	646.51
Community State Bank	Debt Srv-Go Equip Loan Interest	10,441.14
Croell Redi-Mix	Streets - City Shed Shop Floor	5,857.00
Crown Awards	Park & Rec - Supplies	213.80
Culligan	Fire - Water Cond Rental	37.65
Deweys Jack & Jill	P&R/Town Hall - Supplies	22.40

East Cent Intergovt Asn.	Admin - Trng Clerks Mtg Nov	24.00
EFTPS	Federal Withholdings	5,772.49
ETS Corporation	Water/Sewer -Credit Card Fees	20.65
F&B Communications	Admin - Computer Service	29.95
Fiesta Riviera	Water - Utility Refund	78.64
Fiderlein, Debra	Park & Rec - Exercise Classes	455.00
Fitch, Kerri	Park & Rec - Zumba Instruction	576.00
Fred's Feed & Supply	Streets - Supplies	76.49
Galls	Police - Supplies	213.39
Gaylord Bros Inc.	Library - Book Ends	187.58
General Pest Control	Library - Service	70.00
Gierke-Robinson	Streets - Supplies	879.53
Greatamerica Leasing	Admin - Copier Lease	252.06
ICKS Graphics	Police - Vinyl New Police Car	425.00
Iowa Assn. Mun. Utilities	Water - Eiasso Dec-Feb	533.10
Iowa Finance Authority	Water Sinking-SRF Rv Bond Pmt	10,095.00
Iowa One Call	Water/Sewer - Service	23.40
Joey Dean Wenndt	Fire - Dec Fire Training	150.00
Johnson County Refuse Inc.	Recycling - November 2013	3,714.50
Kevin D Olson	Legal Services December 2013	1,500.00
Kieck's Career Apparel	Fire - Uniform Shirts	310.20
Kingdom Graphics LLC	Police - Badge Design	65.00
Kinion Auto Sales	Fire - Service 03 Ford F550	2,150.04
L. L. Pelling Co.	Streets - Poplar St Overlay	33,091.78
Lampe, Jill	Water - Utility Refund	45.54
Lenoch & Cilek	Streets - Supplies	23.95
Liberty Communications	Various Depts - Phone Service	1,075.89
Linn County R.E.C.	Streets - Utilities	120.00
Lynch's Plumbing	Town Hall/Streets - Service	183.00
Main Street West Branch	Comm & Cult - Holiday Greenery	221.00
Matt Parrott	Admin - Window Envelopes	129.69
Menards	Streets - Supplies	347.79
Midwest Janitorial Service	Lib/TH/Admin/Police-Cleaning	646.56
Muckler, Matt	Adm-Reimb Training Mileage	204.25
Municipal Supply Inc.	Water - Meter Wire	220.00
Oasis Electric LLC	Library - Service	834.64
Oriental Trading Co. Inc.	Park & Rec - Christmas Past	171.24
Overdrive	Library - EBooks	291.14
Pappas, Peter	Water - Utility Refund	74.59
Parkside Service	Streets - Service Skidloader	113.95
Payroll Expense	Payroll Expense 12-6-13	25,284.15
Pierce, Shawn	Park & Rec - Exercise Classes	455.00
Pitney Bowes	Admin/Water/Sewer - Postage	500.00
Plato Electric	Fire/Streets - Service	1,118.84
Postmaster	Library - Post Office Box	64.00
Pyramid Services Inc.	Cemetery - Supplies	333.87
Qc Analytical Services	Sewer - Testing	1,314.00
Quad City Safety	Fire - Supplies	315.76
Quality Engraved Signs	Admin - Nameplates	81.90
Quill Corp	Lib/Police/Adm/P&R/Water - Supplies	505.56
Racom Corporation	Police - Service Ram Truck	66.00

Ricklefs Excavating Ltd	Wastewater - Lift Station Project	63,737.88
Roger R Laughlin	Town Hall - Painting Of Ext	11,900.00
Russell, Melissa	Park & Rec -Reimb For Supplies	200.29
Seydel Auto & Truck	Streets - Parts	83.31
Shanelle M Peden	Admin - Reimb For Supplies & Mileage	94.70
Shimmin, Nick	Library - Craft Supplies Reimb	36.07
Simpson, Faith	Water - Utility Refund	74.59
Sperry, Brenda	Water - Utility Refund	28.66
Sprint	Police - Service	179.97
Terence J Goerd	Admin - Building Inspections	140.00
Treasurer State Of Iowa	Iowa Sales Tax Pmt Nov 2013	2,355.39
University Of Iowa: State	Water - Testing	24.00
UPS	Sewer - Shipping	48.78
US Bank Equipment Finance	Library - Copier Lease	70.42
US Cellular	Various Depts - Phone Service	517.96
USA Blue Book	Sewer - Sigma Sd900	4,701.97
USA Today	Library - Subscription	299.32
Veenstra & Kimm Inc.	Various - Engineering	5,417.40
Wageworks	Hcfsa2013 - Flex	9.00
Walter, Dani	Water - Utility Refund	21.24
Walmart	Library - Supplies	175.91
Waters, Christy	Water - Utility Refund	74.59
West Branch Animal Clinic	Animal Control - Stray Cats	232.00
West Branch Community Schools	Park & Rec - BBall Gym Time	80.00
West Branch Ford	Streets - Service 02 & 04 Ford Trck	423.31
West Branch Repairs	Fire - Replace Batteries	414.85
West Branch Times	Legal - Publications	531.08
WEX Bank	Police - Fuel	444.05
White Cap Construction Supply	Streets - Supplies	285.78
Wilson, Michael	Water - Utility Refund	76.52
Yeggy, Jodi	Park & Rec - Exercise Classes	364.00
	Grand Total	276,341.90

Fund Totals	
001 General Fund	79,081.45
022 Civic Center	12,556.60
031 Library	9,093.83
110 Road Use Tax	44,091.13
112 Trust And Agency	1,367.31
226 Go Debt Service	10,441.14
600 Water Fund	11,494.99
603 Water Sinking Fund	10,095.00
610 Sewer Fund	34,373.57
614 Wastewater Lift Station	63,737.88
950 BC/BS Flexible Benefit	9.00
Grand Total	276,341.90

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell-Recognition of Dave's Welding & Repair.

Mayor Mark Worrell recognized Dave Peden of Dave's Welding & Repair for his thirty eight years of presence in the community and dedication to the City of West Branch.

Resolution 1166, approving Change Order Number One, decreasing the contract amount by \$25,327.88, and Partial Payment Estimate Number Five for work completed between October 12, 2013 and November 15, 2013 in the amount of \$63,737.88 to Ricklefs Excavating, Ltd. for the West Branch Lift Station & Force Main Project and accepting the project as substantially completed.

City Engineer Schechinger indicated that there are some minor details to verify before declaring the project as complete, and that the City will still be withholding retainage until final completion. Councilperson Pierce asked how Ricklefs would be held accountable to the aforementioned two year time frame for completion.

Motion by Ellyson to approve, second by Miller. AYES: Ellyson, Miller, Oaks, Pierce, Shields. NAYS: None. ABSENT: None. Motion carried.

Resolution 1167, approving agreement between Sacaba, LLC, Clean Energy, and the City of West Branch, Iowa.

City Administrator Muckler referred Council to an additional item showing a signed agreement between Sacaba LLC, Clean Energy, and the City of West Branch. Muckler stated that Casey's will be paying for all costs up front and Clean Energy would reimburse the City for the work in an amount not to exceed \$30,760.00. Councilperson Miller asked how the City would know what its cost would be. Muckler referred the Council to the estimate prepared by City Engineer Dave Schechinger.

Motion by Pierce to approve agreement between Sacaba, LLC, Clean Energy, and the City of West Branch, Iowa, second by Miller. AYES: Pierce, Miller, Ellyson, Oaks, Shields. NAYS: None. ABSENT: None. Motion carried.

Resolution 1168, approving the Clean Energy Site Plan.

Ben Steckler, Project/Entitlement Manager with the Fiedler Group, representing Clean Energy, spoke to the Council regarding Clean Energy's Site Plan. Clean Energy is a liquid natural gas that company is committed reducing emissions by compressing and liquefying the natural gas product. Steckler added that liquefied gas is denser than traditional gas. Steckler indicated that Clean Energy constructs these facilities to allow drivers to fuel up as needed with efficiency and ease. City Engineer Schechinger described the Planning & Zoning Commission's review of the stormwater prevention plan and the landscaping required at the Site. Steckler shared that truck volumes would be approximately 400 per day when operating at maximum capacity. Councilperson Miller asked if special training is available for the Fire Department. Steckler responded that Clean Energy would send chosen members of the fire department for site specific training to Texas A & M University and provide on-site training.

Motion by Miller to approve the Clean Energy Site Plan, second by Ellyson. AYES: Miller, Ellyson, Oaks, Pierce, Shields. NAYS: None. ABSENT: None. Motion carried.

1169-Approving a one-year extension of Lot #1 Pedersen Valley, Part One Site Plan per Section 173.09 of the City Code.

Motion by Miller to approve one-year extension of Lot #1, second by Shields. AYES: Miller, Shields, Ellyson, Oaks, Pierce. NAYS: None. ABSENT: None. Motion carried.

Accept the resignation of Nolan R. Bogaard as building inspector.

Motion by Miller to accept the resignation of Nolan Bogaard, second by Ellyson. AYES: Miller, Ellyson, Oaks, Pierce, Shields. NAYS: None. ABSENT: None. Motion carried.

Accept the resignation of Lisa Schettler from the Planning & Zoning Commission

Motion by Shields to approve the resignation of Lisa Schettler from the Planning & Zoning Commission, second by Ellyson. AYES: Shields, Ellyson, Miller, Oaks, Pierce. NAYS: None. ABSENT: None. Motion carried.

CITY STAFF REPORTS

There were no comments from the Mayor or Council members.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Worrell thanked Councilperson Oaks for his years of service to the City as an employee and as a council member.

ADJOURNMENT

Motion by Ellyson to adjourn the meeting, seconded by Miller. Motion carried on a voice vote. City Council meeting adjourned at 7:20 p.m.

Mark Worrell, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk