

(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 3, 2012
6:30 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, Public Works Director Matt Goodale, Police Chief Mike Horihan, Fire Chief Administrator Dick Stoolman, Park & Rec Director Melissa Russell, Library Director Nick Shimmin and Administrative Assistant Jennifer Harden.

Council members: Mark Worrell, Jordan Ellyson, Colton Miller, and Jim Oaks. Absent: Dan O'Neil

APPROVE AGENDA/CONSENT AGENDA

- a) Approve minutes from the November 19, 2012 City Council Meeting.
- b) Approve claims.

Motion by Ellyson to amend the agenda and move 6a after 6e, second by Miller. AYES: Ellyson, Miller, Worrell, Oaks. Absent: O'Neil. Motion carried.

Motion by Ellyson to approve the agenda as amended, second by Miller. AYES: Ellyson, Miller, Worrell, Oaks. Absent: O'Neil. Motion carried.

Date 12-3-12	City of West Branch	
	Claims Register Report	
Blue Cross Blue Shield	Insurance	8,525.18
Complete Property Maintenance	Streets - Oliphant St Sidewalk	16,002.68
Eftps	Federal Withholdings	4,671.06
Ipers	Ipers	3,476.16
John Deere Financial	Sewer - Supplies	268.88
Mediacom	Admin - Service	40.90
Payroll Expense 11-23-12	Payroll 11-23-12	23,061.27
Pitney Bowes	Admin/Sewer/Water - Postage	500.00
Slach Construction	Streets - Oliphant St Sidewalk	576.63
Treasurer State Of Iowa	State Withholding Tax	922.00
Treasurer State Of Iowa	Iowa Sales Tax	2,086.62
Wellmark BC/BS	Flex	513.33
	Grand Total	60,644.71

Fund Totals	
001 General Fund	35,518.48
031 Library	4,295.40
110 Road Use Tax	83.81
112 Trust And Agency	8,890.37
600 Water Fund	6,532.91
610 Sewer Fund	5,323.74
Grand Total	60,644.71

COMMUNICATIONS/OPEN FORUM

State Representative Bobby Kaufmann introduced himself to the Council and said that he would be available to discuss anything with them or any citizen of West Branch. Property tax reform is important to him. He recognized the Main Street program and National Park Service in West Branch.

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

Approve Change Order Request 7 for the Oliphant Street Sidewalk Project for \$576.63 for installation of a curb at 141 W. Orange Street in order to secure existing retaining wall./Move to action.

Motion by Worrell to approve change order request 7, second by Miller. AYES: Worrell, Miller, Ellyson, Oaks. Absent: O'Neil. Motion carried.

Approve acceptance of the Oliphant Street Sidewalk Project./Move to action.

Public Works Director Matt Goodale said that the project is complete. Some re-seeding may need to be completed in the spring.

Motion by Ellyson to approve acceptance of the Oliphant Street Sidewalk Project, second by Miller. AYES: Ellyson, Miller, Oaks. Abstain: Worrell. Absent: O'Neil. Motion carried.

Third reading of Ordinance 701, amending Chapter 65 "Stop or Yield Required."/Move to action.

Worrell said that he does not think that a permanent stop sign is the answer and it will not help speeding vehicles slow down. Miller asked that after the vote if the ordinance does not pass he would like an item on the next agenda to remove the existing flip stop signs permanently. He thinks that there is a lack of consistency for drivers with the flip signs. Ellyson would like to see school zone signs put up in the area. They also discussed making an alternative route to cross Main Street and addressing the sidewalk issue on Poplar Street to make that a safe route.

Motion by Ellyson to approve third reading of Ordinance 701, second by Worrell. AYES: Ellyson, Miller. NAYS: Worrell, Oaks. Absent: O'Neil. Motion failed.

Approve Resolution 1051, amending the West Branch, IA Employee Handbook to clarify that overtime does not need to be approved in advance./Move to action.

Motion by Worrell to approve Resolution 1051, second by Ellyson. AYES: Worrell, Ellyson, Miller, Oaks. Absent: O'Neil. Motion carried.

Maggie Burger, Speer Financial, Inc., Bonding Options for Council on Lift Station Project and I & I Repairs.

Burger said that interest rates are at a historic low right now. She recommended a bonding option that included refinancing the existing GO SRF bond into the total new bond. It would not be extended past the original term of 2025 and would save approximately \$55,205 after net cost of issuance. The council would need to hold a public hearing to refund the GO bond. Worrell and Miller said they would be interested in refinancing and looking at this option.

CITY STAFF REPORTS

City Administrator Matt Muckler – Budget Calendar

Muckler went over a budget timeline proposing dates for six possible meetings. Budget work sessions would be at the end of four regular council meetings and two separate meetings if necessary. Worrell would like to hear discussion and presentations from Department Directors at the December 17 meeting before giving any direction or input. Oaks said that four meetings should be enough to discuss the budget. Muckler said that by the February 18th meeting the council would need to adopt the final proposed budget and order the notice of hearing.

City Administrator Matt Muckler – Portland Cement Concrete Patching on I-80

The DOT will be doing a PCC patching project on I-80 from the Johnson County line east to the Scott County line on February 19, 2013. They will advise the City of the contractor's schedule when the information is available.

Park & Rec Director Melissa Russell – Park & Rec Annual Report

Russell said that all of the program areas showed an increase in participation this past year. Adult programs were up 4%, community programs increased 34%, youth sports increased 48% with the addition of pre-k thru 2nd grade youth basketball. Lunch bunch, a six week program, was popular this summer with 325 children attending.

Public Works Director Matt Goodale – Skid Loader and Street Sweeper Update

Goodale received pricing on used sweepers and also a lease purchase quote for a new sweeper from Trans Iowa. A sweeper that is 5-10 years old with low miles and one owner would cost \$50,000 - \$110,000. Anything under five years old would be hard to find and would cost over \$100,000.

A new Elgin Pelican sweeper would cost \$165,000 - \$175,000. Goodale's recommendation would be to buy a new sweeper, maintain it well and plan to keep it for at least twenty years.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Kessler said that Christmas Past was a success and commended Mackenzie on a great job.

ADJOURNMENT

Motion to adjourn meeting by Worrell, second by Miller. City Council meeting adjourned at 8:32 p.m.

Don Kessler, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk