

# *City of West Branch*

~ A Heritage for Success ~

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110 N. Poplar St. • P.O. Box 218 • West Branch, Iowa 52358  
Ph. 319-643-5888 • Fax 319-643-2305 • www.westbranchiowa.org • wbcity@lcom.net

## **CITY COUNCIL MEETING AGENDA** **Monday, March 19, 2012 • 6:30 p.m.** **City Council Chambers, 110 North Poplar Street** *Action may be taken on any agenda item.*

1. Call to order
2. Roll call
3. Welcome
4. Approve Agenda/Consent Agenda/Move to action
  - a. Approve minutes from the March 5, 2012 City Council Work Session.
  - b. Approve minutes from the March 5, 2012 City Council Meeting.
  - c. Approve claims.
  - d. Approve Class C Native Wine License with Outdoor Service and Sunday Sales Permit for Elmira Winery, Inc. DBA Brick Arch Winery.
5. Communications/Open Forum
6. Public Hearing/Non-Consent Agenda
  - a. Second Reading of Ordinance 692, amending maintenance bond requirements in Title, "Zoning and Subdivision," Chapter 170 "Subdivision Regulations."/Move to action.
  - b. First Reading of Ordinance 693, amending maintenance bond requirements in Title, "Zoning and Subdivision," Chapter 173 "Site Plan Regulations of the City of West Branch, Iowa."/Move to action.
  - c. First Reading of Ordinance 694, amending accounting requirements in Title, "General Code Provisions," Chapter 7 "Fiscal Management."/Move to action.
  - d. Resolution 984, approving service agreement with Latham & Associates, Inc. for a municipal gas utility feasibility study in the amount of \$15,000 plus travel and incidental expenses at cost./Move to action.
  - e. Discussion of bonding for lift station project and inflow and infiltration study repairs.
7. City Staff Reports
  - a. City Administrator Matt Muckler – City Council Meeting Time Change
  - b. City Administrator Matt Muckler – Main Street Sidewalk Update
8. Comments from Mayor and Council Members
9. Adjournment

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**Mayor:** Don Kessler • **Council Members:** Jordan M. Ellyson, Colton Miller, Jim Oaks, Dan O'Neil, Mark Worrell  
**City Administrator/Clerk:** Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin  
**Parks & Rec Director:** Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

*(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 Work Session**

**March 5, 2012  
6:00 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, Public Works Director Matt Goodale, Library Director Nick Shimmin, Fire Chief Administrator Dick Stoolman and Police Chief Mike Horihan.

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

Herbert Hoover National Historic Site Superintendent Pete Swisher – National Park Service Update.  
Superintendent Swisher addressed the following topics: City-wide Partnerships/Activities, Agreements/MOU's, Local Organization Involvement, A Call to Action, the Beyond Pesticides Program, FY12 Improvement Projects, Park Projects Beyond 2012, Economics and Visitor Survey Data.

**ADJOURNMENT**

Motion to adjourn by Worrell. City Council work session adjourned at 6:25 p.m.

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Don Kessler, Mayor

ATTEST: \_\_\_\_\_  
Dawn Brandt, Deputy City Clerk

*(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**

**March 5, 2012  
6:32 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, Library Director Nick Shimmin, Fire Chief Administrator Dick Stoolman and Police Chief Mike Horihan.

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

#### **APPROVE AGENDA/CONSENT AGENDA**

- a) Approve minutes from the February 21, 2012 City Council Work Session.
- b) Approve minutes from the February 21, 2012 City Council Meeting.
- c) Approve claims.
- d) Approve Class C Liquor License with Sunday Sales Permit for Fiesta Riviera.

Motion by Worrell to approve the agenda while moving item 4d to approve Class C Liquor License with Sunday Sales Permit for Fiesta Riviera to 6e-1, second by Miller. AYES: Worrell, Miller, Ellyson, Oaks. Absent: O'Neil. Motion carried.

Date 3/5/2012	<u>City of West Branch</u>	Claims Register Report	
Kid Again Inflatable Fun Shows	Bounce House deposit for HHT Days		4,450.00
Fund Total	050 HT Days Fund		4,450.00

#### **COMMUNICATIONS/OPEN FORUM**

Library Director Nick Shimmin invited everyone to the public input forums on April 3rd at 7:00 pm and April 4th at 1:00 pm. They will also be hosting a youth forum at 2:00 pm on April 4th. The input will be used in the Library building program which will give guidance to the library board, our consultant, and architects as to what to focus on in a future library facility, i.e. do we need a bathroom near the children's area, how many seats do we need in the building, what type of seats, do people want study carrels, do they want study rooms, do they want a coffee area?

#### **PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL Police Chief Mike Horihan – Presentation of Reserve Certification to Todd Thurmann.**

Horihan introduced Todd Thurman, reserve officer and presented his certification from the Iowa Law Enforcement Academy.

Panel Discussion on End of Natural Gas Franchise Agreement Options for Cities in Iowa including Pat Stief, President, Iowa Association of Municipal Utilities, Bob Haug, Executive Director, Iowa Association of Municipal Utilities, Eldon Snook, Gas Superintendent, Montezuma Municipal Gas, Bill Lindley, President, Clayton Energy and Larry Sorensen, Utilities Regulation Inspector, Iowa Utilities Board.

The panel provided information and answered questions concerning the options with the natural gas franchise agreement. Council members asked questions about the process a city would go through to convert to a municipal gas utility. IAMU can provide training and the organization coordinates a mutual aid system composed of municipal gas utilities throughout the state. The first step in exploring the possibility of converting to a municipal gas utility would be to obtain a feasibility study.

Third Reading of Ordinance 689, adopting Title, "Zoning and Subdivision," Chapter 173 "Site Plan Requirements."/Move to action.

Muckler said that the ordinance includes a five year maintenance bond. Worrell stated that he would like to change the maintenance bond in the future to a shorter time period, as he feels that five years is too long. However, he felt it best to pass the ordinance as written and come back and make those changes at a later date. Motion by Worrell, second by Miller to approve Third Reading of Ordinance 689. AYES: Worrell, Miller, Ellyson, Oaks. Absent: O'Neil. Motion carried.

#### **Ordinance No. 689**

#### **AN ORDINANCE AMENDING THE WEST BRANCH ZONING CODE, SPECIFICALLY INCORPORATING CHAPTER 173 REGARDING SITE PLAN REQUIREMENTS**

This chapter shall be known, cited and referred to as "Site Plan Regulations of the City of West Branch, Iowa."

It is the intent and purpose of this chapter to establish a procedure which will enable the City to review certain proposed improvements to property within specified zoning districts of the City to insure compliance with all applicable zoning, subdivision and building regulations. Site plans shall only be required whenever any person proposes to place any structure for which a building permit is required under any other section of this Code, on any tract or parcel of and within any district of the West Branch Zoning Ordinance, and for any use, except one and two family dwellings.

The foregoing is a summary of Ordinance No. 689. Said ordinance may be inspected in its entirety at the City Office, City of West Branch, 110 N Poplar St. West Branch, IA between the hours of 8 am-4 pm Monday-Friday. Ordinance No. 689 was passed and approved by the West Branch City Council on March 5, 2012, and will become effective on March 15, 2012, date of publication as provided by law.

First Reading of Ordinance 692, amending maintenance bond requirements in Title, "Zoning and Subdivision," Chapter 170 "Subdivision Regulations."/Move to action.

Motion by Worrell, second by Miller to approve First Reading of Ordinance 692. AYES: Worrell, Miller, Ellyson, Oaks. Absent: O'Neil. Motion carried.

Third Reading of Ordinance 690, vacating the northern 75 feet of the 16' alley located to the west of Lot 19 and to the east of Lot 18 in Block 22 in Cameron (Original Town) A.K.A. West Branch, in West Branch, Cedar County, Iowa, generally located near Main Street and North 2<sup>nd</sup> Street./Move to action.

Motion by Miller, second by Ellyson to approve Third Reading of Ordinance 690. AYES: Miller, Ellyson, Worrell, Oaks. Absent: O'Neil. Motion carried.

#### **Ordinance No. 690**

#### **AN ORDINANCE VACATING THAT CERTAIN 75-FOOT PORTION ON AN ALLEY LOCATED BETWEEN LOTS 18 AND 19 IN BLOCK 22 IN CAMERON, (NOW KNOWN AS WEST BRANCH), WEST BRANCH, IOWA.**

WHEREAS, pursuant to Section 354.23 of the Code of Iowa, the City has held a public hearing on the proposed vacation of a 75-foot portion of the alley located between Lots 18 and 19, Block 22 in Cameron, Cedar County, Iowa; and

WHEREAS, it is now necessary to pass an ordinance vacating said section of alley and directing the County Auditor to use this ordinance as the conveyance document for said alley without further documentation.

BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA, AS FOLLOWS:

##### Section 1. Vacation of Alley.

The northern 75-feet of that certain 16-foot wide alley located between Lots 18 and 19 in Block 22 in Cameron, Cedar County, Iowa, be and the same is hereby vacated.

##### Section 2. Conveyance.

Pursuant to Section 354.23 of the Code of Iowa, the alley shall be conveyed as follows:

- a. The west 8-feet of said northern 75-foot alley shall be conveyed to Jeanne R. Donovan (Parcel #0500-13-05-360-003-0)
- b. The east 8-feet of said northern 75-foot alley shall be conveyed to The Dalton Gang (Parcel #0500-13-05-360-006-0)

The County Auditor is directed to show said conveyance on its books without further documentation.

Section 3. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 4. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

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Passed and approved this 5th day of March, 2012.

First Reading: February 6, 2012

Second Reading: February 21, 2012

Third Reading: March 5, 2012

\_\_\_\_\_  
Don Kessler, Mayor

ATTEST:

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Matt Muckler, City Administrator/Clerk

Approve Class C Liquor License with Sunday Sales Permit for Fiesta Riviera.

Motion by Worrell, second by Ellyson to approve Class C Liquor License for Fiesta Riviera. AYES: Worrell, Ellyson, Miller, Oaks. Absent: O'Neil. Motion carried.

Public Hearing on the Fiscal Year 2013 Annual Budget.

Mayor Kessler opened the public hearing at 8:35. With no comments from the public, the public hearing was closed.

Resolution 981, adopting fiscal year 2012-13 budget./Move to action.

City Administrator Matt Muckler gave a summary on the FY13 budget. The FY 2013 budget keeps the tax levy for the third year in a row at 12.04/thousand of assessed value, which is below 2009 levels (12.14/thousand). It pays off debt ahead of schedule. In the FY 2011 budget, the Rise Road Loan was paid off. In FY 2012, we are paying off the public works building two years ahead of time. In the FY 2013 budget, we will be paying off the city office remodel loan that was not expected to be paid off until 2019. There are vehicle set-asides in Road & Streets, Police Department, and Fire Department and set-asides in the Water Budget for tower painting. There are funds budgeted to address the I & I work identified in the I & I Study – Phase I. There are funds devoted to sidewalk repairs and increased partnership with Main Street. There are 1.5% employee increases with additional increases for Library, two junior police officers and one Public Works employee. There is \$200,000 more road work included. Additional funds are included to showcase West Branch at Hoovers Hometown Days. There is strong support of the library, not only salaries but also summer reading and a new carpet in the community room.

Motion by Worrell, second by Ellyson to approve resolution 981. AYES: Worrell, Ellyson, Miller, Oaks. Absent: O'Neil. Motion carried.

Resolution 977, approving the purchase of a new Police Department vehicle./Move to action.

Motion by Worrell second by Ellyson to approve resolution 977. AYES: Worrell, Ellyson, Miller, Oaks. Absent: O'Neil. Motion carried.

Resolution 976, authorizing the City Administrator/Clerk, Deputy City Clerk, Mayor and Mayor Pro Tem to approve claims against the City's bank accounts./Move to action.

Worrell would like there be two signatures required on all checks when paying claims and asked staff to bring back an ordinance which would require two signatories on each check issued by the City.

Motion by Worrell second by Miller to approve resolution 976. AYES: Worrell, Miller, Ellyson, Oaks. Absent: O'Neil. Motion carried.

Main Street West Branch Program Director Rod Ness and City Engineer Dave Schechinger, P.E. – Hoover House Project Update.

Ness updated Council on the project progress and said that the siding and painting still needed to be completed.

Discussion was held regarding the steps in front of the building that are on the sidewalk. Two members of the Council, the Mayor and City Administrator will meet with Koester Construction representatives and Main Street and then property owners this week to discuss a sidewalk project on Main Street. In the meantime, the sidewalk will be closed for safety reasons.

#### **MAYOR DON KESSLER**

Appointments/Reappointments

None

#### **CITY STAFF REPORTS**

City Engineer Dave Schechinger, P.E. - Lift Station Project Update

Schechinger gave an update on the lift station project. The current lift station would need to be raised up 4 ½ feet to move it into the 500 feet flood level.

City Administrator Matt Muckler – Comprehensive Plan Public Input Survey Update

Muckler informed Council that a copy of the Comprehensive Plan will be mailed to every resident, will be available on the City's website, included in the school's weekly information and will be an insert in the West Branch Times.

#### **COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Worrell said that he will go and look at the Mill Creek Bridge located near Clarence, IA on Wednesday 3/7/12 at 11:00am.

#### **ADJOURNMENT**

Motion to adjourn meeting by Worrell, second by Miller. City Council meeting adjourned at 10:50 p.m.

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Don Kessler, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Brandt, Deputy City Clerk

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
AERO RENTAL	STREETS - CHIPPER RENTAL	ROAD USE TAX	ROADS & STREETS	502.00_
			TOTAL:	502.00_
AIR COOLED ENGINE SERVIC	CRDT MEMO FOR PICCO SLIM P	GENERAL FUND	CEMETERY	46.50-
	CEMETERY - SUPPLIES	GENERAL FUND	CEMETERY	60.10
	CEMETERY - SUPPLIES	GENERAL FUND	CEMETERY	48.67_
			TOTAL:	62.27
ALLIANT ENERGY	VARIOUS DEPTS - UTILITIES	GENERAL FUND	POLICE OPERATION	226.75
	VARIOUS DEPTS - UTILITIES	GENERAL FUND	FIRE OPERATION	680.27
	VARIOUS DEPTS - UTILITIES	GENERAL FUND	STREET LIGHTING	1,875.30
	VARIOUS DEPTS - UTILITIES	GENERAL FUND	STREET LIGHTING	129.02
	VARIOUS DEPTS - UTILITIES	GENERAL FUND	PARK & RECREATION	24.11
	PARK & REC - 219 E GREEN S	GENERAL FUND	PARK & RECREATION	2.31
	VARIOUS DEPTS - UTILITIES	GENERAL FUND	CLERK & TREASURER	392.23
	VARIOUS DEPTS - UTILITIES	GENERAL FUND	LOCAL CABLE ACCESS	100.00
	VARIOUS DEPTS - UTILITIES	CIVIC CENTER	TOWN HALL	587.11
	VARIOUS DEPTS - UTILITIES	LIBRARY	LIBRARY	333.59
	VARIOUS DEPTS - UTILITIES	ROAD USE TAX	ROADS & STREETS	159.94
	VARIOUS DEPTS - UTILITIES	WATER FUND	WATER OPERATING	192.74
	VARIOUS DEPTS - UTILITIES	WATER FUND	WATER OPERATING	891.24
	VARIOUS DEPTS - UTILITIES	WATER FUND	WATER OPERATING	479.83
	VARIOUS DEPTS - UTILITIES	WATER FUND	WATER OPERATING	398.89
	VARIOUS DEPTS - UTILITIES	SEWER FUND	SEWER OPERATING	208.46
	VARIOUS DEPTS - UTILITIES	SEWER FUND	SEWER OPERATING	557.38
	UTILITIES - 208 COOKSON DR	GENERAL FUND	CLERK & TREASURER	351.25
	UTIL FINAL BILL - 208 COOK	GENERAL FUND	CLERK & TREASURER	4.00
	WATER - UTILITIES	WATER FUND	WATER OPERATING	63.58_
			TOTAL:	7,658.00_
AMAZON	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	142.48
	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	85.98
	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	16.14
	LIBRARY - BOOKS	LIBRARY	LIBRARY	29.97_
			TOTAL:	274.57_
BAKER & TAYLOR BOOKS	LIBRARY - BOOKS	LIBRARY	LIBRARY	991.22_
			TOTAL:	991.22_
BARRON MOTOR SUPPLY	SEWER/FIRE - SUPPLIES	GENERAL FUND	FIRE OPERATION	0.49
	SEWER/FIRE - SUPPLIES	SEWER FUND	SEWER OPERATING	49.41_
			TOTAL:	49.90_
BDC BUILDING PLAN REVIEW	ADMIN - FEBRUARY INSPECTIO	GENERAL FUND	CLERK & TREASURER	186.90_
			TOTAL:	186.90_
BLUE CROSS BLUE SHIELD	DENTAL INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	93.26
	HEALTH INSURANCE	GENERAL FUND	NON-DEPARTMENTAL	854.50
	LIFE INSURANCE EMPLOYEE	GENERAL FUND	NON-DEPARTMENTAL	16.00
	DENTAL INSURANCE	LIBRARY	NON-DEPARTMENTAL	14.46
	HEALTH INSURANCE	LIBRARY	NON-DEPARTMENTAL	156.79
	DENTAL INSURANCE	WATER FUND	NON-DEPARTMENTAL	11.28
	HEALTH INSURANCE	WATER FUND	NON-DEPARTMENTAL	122.30
	DENTAL INSURANCE	SEWER FUND	NON-DEPARTMENTAL	11.14
	HEALTH INSURANCE	SEWER FUND	NON-DEPARTMENTAL	120.73_
			TOTAL:	1,400.46

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
BOUND TREE MEDICAL LLC	FIRE - BATTERY 12V DC HIGH	GENERAL FUND	FIRE OPERATION	106.92_
			TOTAL:	106.92_
CEDAR COUNTY SOLID WASTE COMMISSION	PARK & REC - WAPSIVIEW CLE	GENERAL FUND	PARK & RECREATION	3,996.00_
			TOTAL:	3,996.00_
CEDAR RAPIDS PHOTO COPY	LIBRARY - SERVICE	LIBRARY	LIBRARY	31.82
	LIBRARY - SERVICE	LIBRARY	LIBRARY	35.20_
			TOTAL:	67.02
CENTRAL IOWA TRAINING ASSN.	FIRE - 2012 DUES	GENERAL FUND	FIRE OPERATION	25.00_
			TOTAL:	25.00
COMMUNITY STATE BANK	PRINCIPAL	GO DEBT SERVICE	BONDING	7,476.84
	PRINCIPAL	GO DEBT SERVICE	BONDING	887.73_
			TOTAL:	8,364.57_
CULLIGAN WATER TECHNOLOGIES	FIRE - WATER COND RENTAL	GENERAL FUND	FIRE OPERATION	36.90_
			TOTAL:	36.90
DEWEYS JACK & JILL	LIBRARY/WATER - SUPPLIES	LIBRARY	LIBRARY	15.05
	LIBRARY/WATER - SUPPLIES	WATER FUND	WATER OPERATING	18.00_
			TOTAL:	33.05
DIAMOND VOGEL PAINTS	WATER - FLOR COTE	WATER FUND	WATER OPERATING	38.79_
			TOTAL:	38.79
DIGITAL RIVER EDUCATION SERVICES INC	LIBRARY - SOFTWARE	LIBRARY	LIBRARY	105.58_
			TOTAL:	105.58
DYNAMIC DECALS	FIRE - DOOR DECALS	GENERAL FUND	FIRE OPERATION	445.00_
			TOTAL:	445.00
EFTPS	FEDERAL WITHHOLDINGS	GENERAL FUND	NON-DEPARTMENTAL	1,168.57
	SOCIAL SECURITY WITHHHOLDI	GENERAL FUND	NON-DEPARTMENTAL	533.37
	MEDICARE WITHHOLDINGS	GENERAL FUND	NON-DEPARTMENTAL	184.14
	FEDERAL WITHHOLDINGS	LIBRARY	NON-DEPARTMENTAL	197.78
	SOCIAL SECURITY WITHHHOLDI	LIBRARY	NON-DEPARTMENTAL	110.16
	MEDICARE WITHHOLDINGS	LIBRARY	NON-DEPARTMENTAL	38.02
	FEDERAL WITHHOLDINGS	ROAD USE TAX	NON-DEPARTMENTAL	10.02
	SOCIAL SECURITY WITHHHOLDI	ROAD USE TAX	NON-DEPARTMENTAL	5.70
	MEDICARE WITHHOLDINGS	ROAD USE TAX	NON-DEPARTMENTAL	1.97
	SOCIAL SECURITY WITHHHOLDI	POLICE RECOVERY AC	NON-DEPARTMENTAL	1.35
	MEDICARE WITHHOLDINGS	POLICE RECOVERY AC	NON-DEPARTMENTAL	0.47
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	POLICE OPERATIONS	293.46
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	POLICE OPERATIONS	68.64
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	ROADS & STREETS	150.75
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	ROADS & STREETS	35.26
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	LIBRARY	162.61
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	LIBRARY	38.02
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	PARK & RECREATION	70.60
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	PARK & RECREATION	16.51
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	CEMETERY	131.89
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	CEMETERY	30.84
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	MAYOR AND COUNCIL	12.40
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	MAYOR AND COUNCIL	2.90

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	CLERK & TREASURER	126.79
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	CLERK & TREASURER	29.66
	SOCIAL SECURITY WITHHHOLDI	TRUST AND AGENCY	LOCAL CABLE ACCESS	11.86
	MEDICARE WITHHOLDINGS	TRUST AND AGENCY	LOCAL CABLE ACCESS	2.77
	FEDERAL WITHHOLDINGS	WATER FUND	NON-DEPARTMENTAL	279.53
	SOCIAL SECURITY WITHHHOLDI	WATER FUND	NON-DEPARTMENTAL	117.69
	MEDICARE WITHHOLDINGS	WATER FUND	NON-DEPARTMENTAL	40.62
	SOCIAL SECURITY WITHHHOLDI	WATER FUND	WATER OPERATING	173.71
	MEDICARE WITHHOLDINGS	WATER FUND	WATER OPERATING	40.63
	FEDERAL WITHHOLDINGS	SEWER FUND	NON-DEPARTMENTAL	277.31
	SOCIAL SECURITY WITHHHOLDI	SEWER FUND	NON-DEPARTMENTAL	116.65
	MEDICARE WITHHOLDINGS	SEWER FUND	NON-DEPARTMENTAL	40.29
	SOCIAL SECURITY WITHHHOLDI	SEWER FUND	SEWER OPERATING	172.20
	MEDICARE WITHHOLDINGS	SEWER FUND	SEWER OPERATING	40.28
			TOTAL:	4,735.42
EMERGENCY SERVICES MARKETING CORP INC	FIRE - SERVICE	GENERAL FUND	FIRE OPERATION	27.86
			TOTAL:	27.86
EMSLRC	FIRE - HC PROVIDER CARDS	GENERAL FUND	FIRE OPERATION	174.00
			TOTAL:	174.00
FAREWAY STORES	PARK & REC - TRIVIA NIGHT	GENERAL FUND	PARK & RECREATION	41.27
			TOTAL:	41.27
GARLING CONSTRUCTION INC	CAP PR - CONT FINAL RETAIN	FIRE CAP PROJECT A	INVALID DEPARTMENT	19,086.15
			TOTAL:	19,086.15
GEORGE LAWSON CONSULTING	LIBRARY - BLDG CONSULTING	LIBRARY	LIBRARY	1,373.68
			TOTAL:	1,373.68
GREATAMERICA LEASING CORP	ADMIN - COPIER LEASE CONTR	GENERAL FUND	CLERK & TREASURER	252.06
			TOTAL:	252.06
HAVLIK, TANYA	HAVLIK, TANYA	GENERAL FUND	FIRE OPERATION	300.71
			TOTAL:	300.71
HAWKEYE AREA CAP	LIBRARY - M MILLER HOURS	LIBRARY	LIBRARY	80.00
	LIBRARY - M MILLER HOURS	LIBRARY	LIBRARY	64.00
			TOTAL:	144.00
HAWKINS WATER TREATMENT	WATER - AZONE 15	WATER FUND	WATER OPERATING	1,309.60
			TOTAL:	1,309.60
HORIHAN, MIKE	POLICE - REIMB FOR RECERT	GENERAL FUND	POLICE OPERATION	50.00
			TOTAL:	50.00
IDENTITY PHOTOGRAPHY	ADMIN - WEBSITE PHOTOS	GENERAL FUND	CLERK & TREASURER	100.00
			TOTAL:	100.00
IOWA ASSN. MUN. UTIL.	WATER - 2012-13 WATER MEM	WATER FUND	WATER OPERATING	498.76
	WATER - EIASSO DUES MAR-MA	WATER FUND	WATER OPERATING	548.72
	SEWER - TRAINING	SEWER FUND	SEWER OPERATING	20.00
			TOTAL:	1,067.48
IOWA NETWORK SERVICES INC	ADMIN - WEBSITE HOSTING SE	GENERAL FUND	CLERK & TREASURER	26.99

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
			TOTAL:	26.99
IOWA SECTION AWWA	WATER - TRAINING CONFERENC	WATER FUND	WATER OPERATING	60.00_
			TOTAL:	60.00
IPERS	IPERS	GENERAL FUND	NON-DEPARTMENTAL	457.35
	PROT IPERS	GENERAL FUND	NON-DEPARTMENTAL	362.16
	IPERS	LIBRARY	NON-DEPARTMENTAL	150.32
	IPERS	ROAD USE TAX	NON-DEPARTMENTAL	7.29
	IPERS	POLICE RECOVERY AC	NON-DEPARTMENTAL	1.73
	IPERS	TRUST AND AGENCY	POLICE OPERATIONS	2.59
	PROT IPERS	TRUST AND AGENCY	POLICE OPERATIONS	542.97
	IPERS	TRUST AND AGENCY	ROADS & STREETS	199.66
	IPERS	TRUST AND AGENCY	LIBRARY	225.47
	IPERS	TRUST AND AGENCY	PARK & RECREATION	106.78
	IPERS	TRUST AND AGENCY	CEMETERY	175.13
	IPERS	TRUST AND AGENCY	CLERK & TREASURER	191.46
	IPERS	TRUST AND AGENCY	LOCAL CABLE ACCESS	23.93
	IPERS	WATER FUND	NON-DEPARTMENTAL	166.72
	IPERS	WATER FUND	WATER OPERATING	250.08
	IPERS	SEWER FUND	NON-DEPARTMENTAL	165.13
	IPERS	SEWER FUND	SEWER OPERATING	247.67_
			TOTAL:	3,276.44
JETCO INC.	WATER - SERVICE WELL#5	WATER FUND	WATER OPERATING	250.00
	WATER - SERVICE WELL#5	WATER FUND	WATER OPERATING	340.05
	WATER - 120V AC RELAY	WATER FUND	WATER OPERATING	133.41_
			TOTAL:	723.46
JOHNSON COUNTY REFUSE INC.	RECYCLING - FEBRUARY	GENERAL FUND	SOLID WASTE	3,586.10_
			TOTAL:	3,586.10
LENOCH & CILEK	WATER - SUPPLIES	WATER FUND	WATER OPERATING	34.63_
			TOTAL:	34.63
LIBERTY COMMUNICATIONS	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	POLICE OPERATION	149.01
	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	FIRE OPERATION	83.22
	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	FIRE OPERATION	35.75
	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	PARK & RECREATION	121.80
	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	CLERK & TREASURER	240.74
	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	LOCAL CABLE ACCESS	128.45
	VARIOUS DEPTS - PHONE SERV	CIVIC CENTER	TOWN HALL	38.55
	VARIOUS DEPTS - PHONE SERV	LIBRARY	LIBRARY	185.16
	VARIOUS DEPTS - PHONE SERV	ROAD USE TAX	ROADS & STREETS	41.15
	VARIOUS DEPTS - PHONE SERV	WATER FUND	WATER OPERATING	41.15
	VARIOUS DEPTS - PHONE SERV	SEWER FUND	SEWER OPERATING	41.15_
			TOTAL:	1,106.13
LINN COUNTY R.E.C.	STREETS - UTILITIES	GENERAL FUND	STREET LIGHTING	102.00_
			TOTAL:	102.00
LOWES BUSINESS ACCT/GEGRB	CEMETERY - SUPPLIES	GENERAL FUND	CEMETERY	245.10_
			TOTAL:	245.10
LYNCH'S PLUMBING	SERVICE AT THOMAS DRIVE	SEWER FUND	SEWER OPERATING	1,630.00_
			TOTAL:	1,630.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
MATT PARROTT AND SONS	ADMIN - BUSINESS CARDS	GENERAL FUND	CLERK & TREASURER	54.01
	WATER/SEWER - UTILITY BILL	WATER FUND	WATER OPERATING	246.38
	WATER/SEWER - UTILITY BILL	SEWER FUND	SEWER OPERATING	246.38_
			TOTAL:	546.77
MEDIACOM	ADMIN - SERVICE	GENERAL FUND	CLERK & TREASURER	40.90_
			TOTAL:	40.90
MENARDS	ADMIN - FURNACE FILTERS	GENERAL FUND	CLERK & TREASURER	27.96
	TOWN HALL - SUPPLIES	CIVIC CENTER	TOWN HALL	1.16_
			TOTAL:	29.12
MIDWEST JANITORIAL SERVICE	POLICE	GENERAL FUND	POLICE OPERATION	43.33
	ADMIN	GENERAL FUND	CLERK & TREASURER	78.00
	TOWN HALL	CIVIC CENTER	TOWN HALL	221.00
	LIBRARY	LIBRARY	LIBRARY	294.67_
			TOTAL:	637.00
MISCELLANEOUS V HERREN, BRIAN SIMS, JESSICA STRONG, CURTIS	01-93920-00	WATER FUND	WATER OPERATING	42.10
	01-80300-00	WATER FUND	WATER OPERATING	49.64
	01-13700-00	WATER FUND	WATER OPERATING	95.42_
			TOTAL:	187.16
MUNICIPAL SUPPLY INC.	WATER - SUPPLIES	WATER FUND	WATER OPERATING	117.20_
			TOTAL:	117.20
OASIS ELECTRIC	STREETS - REINSTALL STR LI	ROAD USE TAX	ROADS & STREETS	692.40_
			TOTAL:	692.40
OLSON, KEVIN D.	LEGAL - LEGAL SERV FOR MAR	GENERAL FUND	LEGAL SERVICES	1,250.00_
			TOTAL:	1,250.00
OVERDRIVE INC	LIBRARY - ENROLLMENT FEE	LIBRARY	LIBRARY	1,200.00_
			TOTAL:	1,200.00
PARKSIDE SERVICE	FIRE - PARTS FOR 12 CHEVY	GENERAL FUND	FIRE OPERATION	240.55_
			TOTAL:	240.55
PEDEN, SHANELLE M.	CABLE - VIDEOTAPING	GENERAL FUND	LOCAL CABLE ACCESS	150.00
	CABLE - VIDEOTAPING	GENERAL FUND	LOCAL CABLE ACCESS	100.00_
			TOTAL:	250.00
PLUMBERS SUPPLY CO.	SEWER - SUPPLIES	SEWER FUND	SEWER OPERATING	27.83_
			TOTAL:	27.83
QC ANALYTICAL SERVICES LLC	SEWER - TESTING	SEWER FUND	SEWER OPERATING	630.00_
			TOTAL:	630.00
QUILL CORP	ADMIN - PENS & CORRECTION	GENERAL FUND	CLERK & TREASURER	18.41
	LIBRARY - OFFICE SUPPLIES	LIBRARY	LIBRARY	109.31
	LIBRARY - ART PAPER	LIBRARY	LIBRARY	17.17_
			TOTAL:	144.89
RODRIGUEZ, DEANNA	ADMIN - TRAINING	GENERAL FUND	CLERK & TREASURER	200.00_
			TOTAL:	200.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
THE LIBRARY STORE INC	LIBRARY - BINDERS	LIBRARY	LIBRARY	125.50
			TOTAL:	125.50
THEIN MOTOR SALES	POLICE - CHARGER SERVICE	GENERAL FUND	POLICE OPERATION	99.40
			TOTAL:	99.40
TREASURER STATE OF IOWA	STATE WITHHOLDING TAX	GENERAL FUND	NON-DEPARTMENTAL	601.25
	STATE WITHHOLDING TAX	LIBRARY	NON-DEPARTMENTAL	80.00
	STATE WITHHOLDING TAX	ROAD USE TAX	NON-DEPARTMENTAL	2.38
	STATE WITHHOLDING TAX	WATER FUND	NON-DEPARTMENTAL	134.75
	IOWA SALES TAX - FEBRUARY	WATER FUND	WATER OPERATING	1,701.37
	STATE WITHHOLDING TAX	SEWER FUND	NON-DEPARTMENTAL	133.62
	IOWA SALES TAX - FEBRUARY	SEWER FUND	DEPT 810	283.43
			TOTAL:	2,936.80
UPS	SEWER/ADMIN - SHIPPING	GENERAL FUND	CLERK & TREASURER	5.38
	SEWER/ADMIN - SHIPPING	SEWER FUND	SEWER OPERATING	24.44
	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	24.44
	SEWER - SHIPPING	SEWER FUND	SEWER OPERATING	24.44
			TOTAL:	78.70
US BANK	STREETS - PAYOFF OF LOAN#	ROAD USE TAX	ROADS & STREETS	47,563.87
	STREETS - PAYOFF OF LOAN#	ROAD USE TAX	ROADS & STREETS	1,705.65
			TOTAL:	49,269.52
US CELLULAR	POLICE - PHONE SERVICE	GENERAL FUND	POLICE OPERATION	214.48
	FIRE - PHONE SERVICE	GENERAL FUND	FIRE OPERATION	37.75
	VARIOUS DEPTS - PHONE SERV	GENERAL FUND	PARK & RECREATION	61.41
	VARIOUS DEPTS - PHONE SERV	ROAD USE TAX	ROADS & STREETS	71.03
	VARIOUS DEPTS - PHONE SERV	WATER FUND	WATER OPERATING	71.02
	VARIOUS DEPTS - PHONE SERV	SEWER FUND	SEWER OPERATING	71.02
			TOTAL:	526.71
USA BLUE BOOK	WATER - HACH FLUORIDE	WATER FUND	WATER OPERATING	134.09
			TOTAL:	134.09
VEENSTRA & KIMM INC.	ENG FOR MCDONALDS SITE PLA	GENERAL FUND	LEGAL SERVICES	348.40
	ENG FOR HOOVER HOUSE R-O-W	GENERAL FUND	LEGAL SERVICES	585.84
	ENG FOR INFLOW & INFILTRAT	SEWER FUND	SEWER OPERATING	1,500.00
			TOTAL:	2,434.24
WALMART COMMUNITY/GEMB	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	121.47
	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	2.98
	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	19.96
	LIBRARY - SUPPLIES	LIBRARY	LIBRARY	71.26
			TOTAL:	215.67
WELLMARK BLUECROSS BLUESHIELD	DEPENDANT CARE FLEX	GENERAL FUND	NON-DEPARTMENTAL	174.92
	MEDICAL REIMBURSEMENT FLEX	GENERAL FUND	NON-DEPARTMENTAL	304.25
	WELLMARK BLUECROSS BLUESHI	GENERAL FUND	NON-DEPARTMENTAL	30.00
	WELLMARK BLUECROSS BLUESHI	GENERAL FUND	NON-DEPARTMENTAL	30.00
	WELLMARK BLUECROSS BLUESHI	GENERAL FUND	NON-DEPARTMENTAL	60.00
	DEPENDANT CARE FLEX	WATER FUND	NON-DEPARTMENTAL	102.74
	MEDICAL REIMBURSEMENT FLEX	WATER FUND	NON-DEPARTMENTAL	40.75
	DEPENDANT CARE FLEX	SEWER FUND	NON-DEPARTMENTAL	100.67
	MEDICAL REIMBURSEMENT FLEX	SEWER FUND	NON-DEPARTMENTAL	40.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
			TOTAL:	823.33
WEST BRANCH REPAIRS	POLICE - SERVICE	GENERAL FUND	POLICE OPERATION	33.25
	FIRE - SERVICE	GENERAL FUND	FIRE OPERATION	205.80
			TOTAL:	239.05
WEST BRANCH TIMES	LEGAL - PUBLICATIONS	GENERAL FUND	LEGAL SERVICES	281.35
			TOTAL:	281.35
WIELE CHEVROLET INC	FIRE - SERVICE 92 SUBURBAN	GENERAL FUND	FIRE OPERATION	106.59
			TOTAL:	106.59
WRIGHT EXPRESS FSC	WRIGHT EXPRESS FSC	GENERAL FUND	POLICE OPERATION	339.20
			TOTAL:	339.20
**PAYROLL EXPENSES	3/01/2012 - 3/31/2012	GENERAL FUND	POLICE OPERATION	5,446.12
		GENERAL FUND	ROADS AND STREETS	2,338.35
		GENERAL FUND	PARK & RECREATION	1,323.20
		GENERAL FUND	CEMETERY	2,170.30
		GENERAL FUND	MAYOR AND COUNCIL	200.00
		GENERAL FUND	CLERK & TREASURER	2,372.54
		GENERAL FUND	LOCAL CABLE ACCESS	296.61
		LIBRARY	LIBRARY	2,793.99
		ROAD USE TAX	ROADS & STREETS	135.66
		POLICE RECOVERY AC	POLICE OPERATIONS	32.08
		WATER FUND	WATER OPERATING	3,098.75
		SEWER FUND	SEWER OPERATING	3,069.05
			TOTAL:	23,276.65

===== FUND TOTALS =====

001	GENERAL FUND	37,788.68
022	CIVIC CENTER	847.82
031	LIBRARY	8,993.71
110	ROAD USE TAX	50,899.06
111	POLICE RECOVERY ACT GRANT	35.63
112	TRUST AND AGENCY	2,652.95
226	GO DEBT SERVICE	8,364.57
303	FIRE CAP PROJECT ADDITION	19,086.15
600	WATER FUND	12,336.16
610	SEWER FUND	9,873.12
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GRAND TOTAL:		150,877.85
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ORDINANCE NO. 692

AN ORDINANCE AMMENDING MAINTENANCE BOND REQUIREMENTS IN TITLE, "ZONING AND SUBDIVISION," CHAPTER 170 "SUBDIVISION REGULATIONS."

WHEREAS, the Planning and Zoning Commission has developed a proposed site plan ordinance for the City of West Branch over the last eighteen months with the intent to establish a procedure which will enable the City to review certain proposed improvements to property within specified zoning districts of the City to insure compliance with all applicable zoning, subdivision and building regulations; and

WHEREAS, the West Branch City Council is moving forward to adopt the proposed site plan ordinance with modifications to the section concerning Maintenance Bonds; and

WHEREAS, it is in the best interests of the residents of West Branch to have a consistent Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Branch, Cedar County, Iowa:

Section 1. Amendment. The Code of Ordinances is hereby amended by deleting Section 170.16.7 in its entirety and replaced with the following:

7. MAINTENANCE BONDS. Maintenance bonds shall be posted with the City by the subdivider at the subdivider's cost for improvements required under this chapter for the following time periods and improvements:

Streets and alleys	4 years
Storm sewer, drainage and detention	4 years
Concrete pavement	4 years
Asphalt overlays	4 years
Sidewalks	4 years
Curb and gutter	4 years
Water facilities	4 years
Sanitary sewer facilities	4 years
All other underground utilities	4 years

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

\* \* \* \* \*

Passed and approved this 19th day of March, 2012.

First Reading:        March 5, 2012  
Second Reading:     March 19, 2012  
Third Reading:

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Don Kessler, Mayor

ATTEST:

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Matt Muckler, City Administrator/Clerk

## ORDINANCE NO. 693

AN ORDINANCE AMMENDING MAINTENANCE BOND REQUIREMENTS IN TITLE, "ZONING AND SUBDIVISION," CHAPTER 173 "SITE PLAN REGULATIONS OF THE CITY OF WEST BRANCH, IOWA."

WHEREAS, the Planning and Zoning Commission adopted a site plan ordinance for the City of West Branch to establish a procedure which will enable the City to review certain proposed improvements to property within specified zoning districts of the City to insure compliance with all applicable zoning, subdivision and building regulations; and

WHEREAS, the West Branch City Council would like to make modifications to the section concerning Maintenance Bonds; and

WHEREAS, it is in the best interests of the residents of West Branch to have a consistent Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Branch, Cedar County, Iowa:

Section 1. Amendment. The Code of Ordinances is hereby amended by deleting Section 173.14 in its entirety and replaced with the following:

14. MAINTENANCE BONDS. Maintenance bonds shall be posted with the City by the developer at the developer's cost for improvements required under this chapter for the following time periods and improvements:

Streets and alleys	4 years
Storm sewer, drainage and detention	4 years
Concrete pavement	4 years
Asphalt overlays	4 years
Sidewalks	4 years
Curb and gutter	4 years
Water facilities	4 years
Sanitary sewer facilities	4 years
All other underground utilities	4 years

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

\* \* \* \* \*

Passed and approved this 19th day of March, 2012.

First Reading:            March 19, 2012  
Second Reading:  
Third Reading:

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Don Kessler, Mayor

ATTEST:

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Matt Muckler, City Administrator/Clerk

ORDINANCE NO. 694

AN ORDINANCE AMMENDING ACCOUNTING REQUIREMENTS IN TITLE, "GENERAL CODE PROVISIONS," CHAPTER 7 "FISCAL MANAGEMENT."

WHEREAS, the West Branch City Council would like to increase accounting standards required under the Fiscal Management Chapter of the West Branch Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Branch, Cedar County, Iowa:

Section 1. Amendment. The Code of Ordinances is hereby amended by deleting Section 7.07.3 in its entirety and replaced with the following:

3. CHECKS. Checks shall be prenumbered and signed by two of the authorized signatories following Council approval, except as provided by subsection 5 hereof.

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

\* \* \* \* \*

Passed and approved this 19th day of March, 2012.

First Reading:            March 19, 2012  
Second Reading:  
Third Reading:

\_\_\_\_\_  
Don Kessler, Mayor

ATTEST:

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

RESOLUTION NO. 984

RESOLUTION APPROVING A SERVICE AGREEMENT WITH LATHAM & ASSOCIATES, INC. FOR A MUNICIPAL GAS UTILITY FEASIBILITY STUDY IN THE AMOUNT OF \$15,000 PLUS TRAVEL AND INCIDENTAL EXPENSES AT COST.

WHEREAS, the City's gas franchise agreement expired on October 14, 2011; and

WHEREAS, the City Council finds it advisable to explore options available to the City; and

WHEREAS, Latham & Associates has presented a proposal for a feasibility study for the formation of a municipal gas utility in West Branch; and

WHEREAS, it is now necessary to approve said agreement.

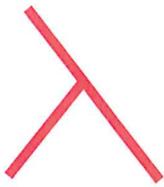
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa that the aforementioned agreement with Latham & Associates is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 19th day of March, 2012.

\_\_\_\_\_  
Don Kessler, Mayor

ATTEST:

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



# LATHAM & ASSOCIATES, INC.

150 FIRST AVENUE NE, SUITE 300  
CEDAR RAPIDS, IOWA 52401-1110

March 7, 2012

Mayor Don Kessler  
110 N. Poplar Street  
P O Box 218  
West Branch, IA 52358

RE: Feasibility of forming a municipal natural utility in West Branch

Over the last few years, Latham and Associates, Inc. (L&A) has prepared over thirty economic feasibility studies for electric and natural gas municipalization. Feel free to call Pat Stief at Traer Municipal Utilities, 319-478-8760. A list of other references and an hourly fee schedule are provided with the attachment.

Unlike for electricity, Iowa does not have protected service areas for natural gas utilities. If the City chooses to acquire the local natural gas system, the incumbent utility, Alliant, has no choice in the matter because the City has the right of court condemnation. However, Alliant will likely have a lot to say about what they believe is fair value for the system.

A franchise agreement fundamentally grants the utility the right to place its facilities within streets, alleys, and public right of ways and requires the utility to properly restore pavement and the like. There are those who argue that a franchise agreement does little for a city, so utilities often operate without a franchise agreement. A franchise agreement can specify a franchise tax. A franchise tax is simply the city taxing its citizens because the utility collects the tax only from its customers within the franchised city. I know of no requirement for either a city or utility to reach agreement on a franchise, but most likely West Branch will not be able to actually take over ownership and operation of the system until the franchise expires. When does the natural gas franchise agreement with Alliant expire?

The incumbent utilities are allowed to receive a return on delivery system investments and to recover the purchased gas cost, which is subject to monthly automatic adjustment. Many of Alliant's retail customers purchase natural gas directly from third party suppliers and pay Alliant its transportation tariff delivery charge. Both retail consumers and wholesale municipal utilities purchase natural gas supply in the same financially liquid market. Retail consumers often decide to purchase third-party supply for transport through the Alliant system for long-term economic benefits. Presuming a municipal utility will, like Alliant, pass-through its actual cost of wholesale gas, the economic feasibility of forming a municipal gas utility is then a matter of evaluating the



ability of the City to acquire and operate the local distribution system at a lower cost than customers currently pay to Alliant for delivery of third-party retail transport or delivery of Alliant supply.

L&A will provide an estimate of net savings that can reasonably be expected by formation of a local natural gas utility. L&A will work with city personnel to gather, estimate, and integrate capital and expense into our economic feasibility evaluation model.

The following items are included in L&A's Scope of Work for the Feasibility Study:

1. Gather and estimate costs for delivery system investment, administration, operations, and maintenance costs, including initial contracting and start-up costs;
2. Develop estimated participant revenue bond or other debt service expenses;
3. Project annual natural gas requirements from the number of city water and electric customer accounts and/or a meter reader count;
4. Estimate pipeline and transmission costs on a delivered basis;
5. Discount the present value of the stream of cash flow from consumers from a new municipal gas utility and from Alliant;
6. Provide net consumer savings of forming a municipal natural gas utility relative to continuing with Alliant; and
7. Prepare a short report to explain the process and results of the economic feasibility analysis.

L&A is willing to perform the above Scope of Work for a flat fee of \$15,000 plus travel and incidental expenses at cost. Fees include time for two trips to meet jointly with the City, one trip at the beginning of the study and a second trip to go over study results. Any additional requested meetings or work will be at our preferred client hourly fee schedule.

L&A is uniquely qualified and experienced to provide feasibility studies. L&A has specific knowledge and information regarding natural gas regulation, customer and investor-owned utility operations and practices, and energy supply markets. L&A provides energy advising services to over 40 municipal electric utilities, several of which are also natural gas utilities, and to electric and natural gas purchasing groups in Iowa and surrounding states. L&A solicits bids for and advises clients regarding electric and natural gas purchases, with value over \$150 million annually.



L&A was formed in 1995 to provide an array of energy-related advisory services, strategic planning, opportunity assessment, and engineering economic/financial analysis to large commercial and industrial energy users, educational institutions and associations, and electric and gas utilities. The company is owned by Dr. Robert Latham and Mr. Louie Ervin and is headquartered in Cedar Rapids, Iowa. Bob Latham and Louie Ervin will be primarily responsible for managing and completing studies. Resumes for L&A principals are available.

Bob Latham is an energy economist and a pricing and regulatory strategist. For over 25 years, from his position with the Iowa Utilities Board to senior management positions with IES Industries and with L&A, he has worked closely with municipal utilities and rural cooperatives and their state associations on primarily strategic and energy issues.

Louie Ervin is a licensed professional electrical engineer, with over 30 years in the energy industry. Ervin's experience includes management of rates and operations and overall responsibility for a large municipal utility. Louie was Manager of Gas Operations for IES Utilities Inc.'s Iowa system and received Gas Industries magazine Outstanding Manager of the Year Award.

Please call me at my cell phone number, 319-560-3092 to discuss how L&A can be of service to the city of West Branch. Thank you for your consideration.

Louie R. Ervin  
Executive Vice President  
Latham & Associates, Inc.  
319-365-6488 (office)



## Latham & Associates

Latham & Associates, Inc. (L&A) is an advisor and advocate for electricity, natural gas and steam purchasers, providing engineering/economic strategy, aggregation, contract negotiation and regulatory representation services for industrials, cities, schools and small utilities.

L&A was formed in 1995 to provide an array of energy-related advisory services, strategic planning, opportunity assessment and engineering economic/financial analysis to large commercial and industrial energy users, educational institutions and associations, and electric and gas utilities. Robert Latham and Louie Ervin own L&A. Both have extensive executive experience in the energy industry. Headquarters are in Cedar Rapids, Iowa.

The restructuring of the electric and natural gas industries and the price volatility of energy markets continue to create significant opportunities for realizing competitive energy prices and utilization solutions with substantial current and longer-term client benefits. L&A delivers the expertise to understand these energy market opportunities, identify creative solutions for clients, and assist in the implementation of strategic choices.

L&A currently provides energy market advisory, technical and advocacy services to a group of over thirty industrial clients, four midwest state school board associations, major public and private educational institutions and state associations, associations of smaller commercial and industrial businesses, colleges, hospitals, cities, counties and over fifty municipal and rural electric cooperative utilities across Iowa and the upper Midwest. L&A is recognized as an aggregator of and an advocate for electric and natural gas energy purchasers and groups of individual purchasers.

### SERVICES PROVIDED BY LATHAM & ASSOCIATES

- Energy strategy, procurement and aggregation consultation and implementation
- Oversight of energy procurement for industrial, commercial, municipal and institutional groups and utilities
- Identification of power supply alternatives
- Negotiation of power and other energy supply agreements
- Pricing strategy and design for electric, natural gas and steam
- Identification of strategic partners and opportunities
- Evaluation of feasibility of purchase or sale of utilities and facilities
- Regulatory analysis, position development and expert testimony
- Aggregation of energy customers, agreement negotiations, and continuing oversight
- Market presence development through industrial, commercial and small utility associations
- Regulatory and legislative process participation
- Transmission alternative development and participation in FERC/state regulatory processes
- Strategic assessment of power/transmission markets on energy purchasers and groups



## Latham & Associates

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### RESUME OF PARTNER

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*Robert J. Latham*

**Office - Latham & Associates, Inc.**  
**150 First Avenue NE, Suite 300**  
**Cedar Rapids, Iowa 52401-1110**  
**Phone: 319-365-6488 Fax: 319-365-7086**

**Home - 356 Park Terrace, SE**  
**Cedar Rapids, Iowa 52403**  
**Phone: 319-362-6096**  
**Internet: Lathamrj@aol.com**

**FOCUS:**

Strategy, planning and economic/financial analyses and initiatives in energy-related markets.

**ECONOMIC/STRATEGIC ANALYSIS/ENERGY MARKET EXPERIENCE:**

- Chairman and President - Latham & Associates, Inc.  
October 1995 - Present  
Energy strategic planning, strategic initiative implementation, regulatory and market negotiations, purchasing group aggregation and supply solicitation, engineering-economic/financial analyses in energy markets.

**UTILITY AND HOLDING COMPANY EXPERIENCE:**

- Senior Vice President - Finance, IES Industries Inc./IES Utilities Inc.  
February 1995 - October 1995  
Strategic planning, mergers and acquisitions, integrated resource planning, economic forecasting, international investments, finance and treasury activities.
- Senior Vice Pres. - Finance, Corp. Affairs & Treasurer, IES Industries Inc./IES Utilities  
February 1994 - February 1995  
Regulatory and governmental affairs, communications, strategic planning, economic forecasting, pricing, finance and treasury activities.
- Vice President - Corporate Affairs and Planning, IES Industries Inc.,  
May 1992 - February 1994
- Vice President - Corporate Affairs and Planning, Iowa Electric Light & Power Co.,  
May 1985 - May 1992
- Director of Rates and Utilization Research, Iowa Electric Light & Power Company,  
April 1983 - May 1985



## Latham & Associates

Robert J. Latham  
Resume Page 2

### REGULATORY EXPERIENCE:

- Director, Rates Research and Policy Division, Iowa Utilities Board,  
July 1980 - March 1983  
Rates research, PURPA, generation planning, cost-of-service, policy analysis.
- Director of Utility Finance, Utilities Division, Iowa Utilities Board,  
June 1976 - June 1980  
Cost-of-service, financial analysis, generation planning, rates, auditing, accounting.

### TEACHING AND RESEARCH EXPERIENCE:

- Assistant Professor Economics, member of the Graduate Faculty and Pre-Professional Advisory Committee; The Pennsylvania State University, University Park, 1970 - 1976  
Industrial organization, energy economics, business-government relations, microeconomics, health economics and interdisciplinary engineering economics energy research.
- Research Associate, Center for the Study of Environmental Policy  
The Pennsylvania State University, 1973 - 1976
- Research Associate, Institute for Research on Human Resources  
The Pennsylvania State University, 1970 - 1972

### BUSINESS ACTIVITIES:

- Member, Iowa Business Council Deputy Comm.  
Deputy and former chair 1987 - 1995  
Member Research & Policy Committee 1992 - 1995
- Board Member, Iowa Assoc. Business & Industry 1995
- Member, Electric Power Research Institute  
Utility Resource Planning & Management 1995
- Member, Edison Electric Institute -  
Strategic Planning Services Committee 1985 - 1995  
Power Supply Legislation Committee 1994 - 1995

### COMMUNITY ACTIVITIES:

- Trustee and former Chair, Trees Forever Foundation 2003 - present
- Board Member, former Chair, Trees Forever 1994 - 2003
- Board Member, Iowa Environmental Council 1995 - 2003
- Trustee and Secretary, Greater Cedar Rapids Foundation 1993 - 1998
- Board Member, St. Luke's Hospital, Cedar Rapids 1993 - 2003  
Chair, Quality and Cost of Care Committee 2000 - 2003
- Former Chair, Wellington Heights Park Fund Board 1994 - 1998
- Chair, Pastor Nominating Committees, Member, Major Gifts and Design Review Committees, and Elder and former Chair, Endowment, Finance, Trustees, Admin. & Personnel Committees, First Presbyterian Church, Cedar Rapids 1984 - present
- Trustee and former President, Brucemore, Inc., Cedar Rapids 1987 - 1994  
National Trust for Historic Preservation Property



## Latham & Associates

Robert J. Latham  
Resume Page 3

### PERSONAL BUSINESS:

- Chairman, President and CEO, Green Circle Investments, Inc., Clive, Iowa 1991 - present
- Chairman, Peoples Trust and Savings Bank, Clive, Iowa, with branches in Adel, Clive, Grand Junction, Guthrie Center, Jefferson, Rippey, Scranton and Waukee, Iowa 1991 - present
- Board Member, MidWestOne Financial Group, Iowa City, Iowa 2011 - present
- Board Member, MidWestOne Bank, Iowa City, Iowa 2011 - present
- President and Member of Board, Vail Spa Condominium Association, Vail, Colorado 2004 - present
- Latham Farms, Alexander, Iowa 1972 - present
- President and Member/Owner, Grand River Cattle Company, Grand River, Iowa 2006 - present
- Board and Executive Committee Member, First Financial Bancorporation, Iowa City, Iowa 1997 - 1998
- Board and Executive Committee Member, First National Bank Iowa, Iowa City, Iowa 1993 - 1998
- Advisory Board Member, Mercantile Bank, Cedar Rapids, Iowa 1998 - 2000

### ACADEMIC BACKGROUND:

- B.S. General Science, The University of Iowa - 1964  
M.A. Economics, The University of Iowa - 1968  
Ph.D. Economics, The University of Iowa - 1971  
Executive Program: Organizational Change, Stanford University - 1987  
Executive Program: Strategic Business Planning, Columbia University - 1992

### PERSONAL:

- Married: Sue, Ph.D. Psychology, The University of Iowa - 1971, Clinical Psychologist  
Children: Jesse D. Latham A.B., Stanford University, 1996, J.D., University of Chicago Law School, 1999, Director, UBS Investment Bank, Loan Portfolio Risk Management, Stamford, Connecticut 2006-  
Anne Latham Stanchfield, A.B., Northwestern University, 1999, MBA, Northwestern University Kellogg School of Management, 2005, Marketing, Strategic Planning, Target Corporation, Minneapolis, 2005-



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**RESUME OF PRINCIPAL**

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*Louie R. Ervin, P.E.*

**Office - Latham & Associates, Inc.  
150 First Avenue NE, Suite 300  
Cedar Rapids, Iowa 52401-1110**

**Phone: 319-365-6488  
Fax: 319-365-7086  
E-mail: ErvinLR@qwestoffice.net**

**INDUSTRY EXPERIENCE:**

- Executive Vice President of Latham & Associates, Inc.
- Licensed Professional Engineer
- Principal responsible for industrial clients representing about 550 mW of electrical load, including the Large Energy Group (an industrial and commercial consumers group in Iowa).
- Board of Directors, Iowan's for Choice in Electricity
- Advisor for implementation and operation of multiple aggregate energy purchasing consortiums in Illinois, Iowa, Nebraska, Missouri and Wisconsin.
- Perform engineering and economic generation analysis for industrial and municipal clients.
- Analysis and development of retail electric revenue requirements and rate design for municipal utilities. Develop real time wholesale tariffs for municipal cooperatives.
- Develop energy strategy for industrial and municipal clients.
- Expert witness in federal anti-trust case involving wholesale electric wheeling. Expert witness in Louisiana district court involving wholesale/retail wheeling and potential power sales. In-house expert witness in electric, gas and water rate cases before Federal Energy Regulatory Commission, Missouri Public Service Commission and Iowa Utilities Board.
- Directed a study of the economic impact of Divestiture of IES Utilities Gas Business as part of the Securities and Exchange Commission's merger requirements.
- Responsible for large projects, including construction of transmission and substation facilities.
- Responsible for management of Environmental, Substation Maintenance, Relaying, Metering, Communications and Electric Equipment Repair for large Investor Owned Utility.
- Directed electric operations for Lafayette Utilities System, including 360 mW of natural gas fired steam turbine generation and over sight of 50% ownership in a 560 mW coal fired plant.
- Performed consultant/agent functions for 40 municipal and REC utilities in Louisiana and Iowa in the area of energy supply.
- Responsible for power supply, marketing, cogeneration, transmission, distribution, field and commercial operations, stores, transportation, system protection, rates and environmental.
- Primary responsibility for integrating the system and personnel following a \$63 million acquisition of an electric utility service territory.
- Negotiated power, steam and natural gas contracts for sales of over \$250 million.



## Latham & Associates

Louie R. Ervin

Resume Page 2

- Received *Gas Industries* magazine **1993 Outstanding Manager of the Year Award** for directing a \$25,000,000 three-year project, installing over 500 miles of pipe for 52 towns.
- Served on Oversight Teams for Information Systems, Integrated Resource Planning, Economic Development and Environmental.

### **EDUCATION AND PROFESSIONAL:**

- BS & MS Electrical Engineering - University of Missouri (with honors)
- MBA - University of Iowa (with highest honors)
- Public Utility Executive Program - University of Michigan
- Edison Electric Institute Rate Program
- Licensed Professional Engineer
- Academic Honor Societies: Beta Gamma Sigma, Tau Beta Pi, and Eta Kappa Nu
- Past Chair of Missouri Valley Electric Association's Rates and Marketing Committee
- Past member of Southwest Power Pool's Operations Committee
- Member of Mid-continent Area Power Pool's Environmental Committee
- Representative to Midwest Ozone Transport Group
- Past member of Edison Electric Institutes' Metering Committee
- Member of Edison Electric's Environmental Committee

### **EMPLOYMENT:**

- Executive Vice President, Latham & Associates, Inc. - July, 1996 - present
- Adjunct Professor, Business Policy/Strategic Management - University of Iowa - 1993-1999
- IES Utilities Company - 1985 -1996:
  - Director- Environmental, Industrial Applications & Maintenance Engineering - 8/95
  - Director- Industrial Applications and Maintenance Engineering - 1/95
  - Director - Operations Planning & Development -1994
  - Director - Operations Services and District Manager - 1993
  - Manager - Gas Operations & District Manager - 1991
  - Manager - Eastern District - 1989
  - Manager - Rates & Contracts - 1987
  - Manager - Rates - 1985
- Lafayette Utilities System - Lafayette, Louisiana:
  - Associate Director - Generation, Engineering & Operations - 1984
  - Associate Director - Power Development & Sales - 1983
- Missouri Utilities Company 1971

### **ACTIVITIES:**

- Board Chair of Aging Services, Inc.
- Member Robins, IA Planning and Zoning Commission
- Board member of Chamber and Economic Development Corporation
- Board member of Cedar River Shelters
- Trustee of St. Paul's United Methodist Church
- Family activities, including golf, canoeing and grandchildren



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REFERENCES

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- ◇ Mr. Jeff Adkisson  
Grain & Feed Assoc. of Illinois  
3521 Hollis Drive  
Springfield, IL 62711  
Phone: 217-787-2417
- ◇ Mr. Terry Hershberger, President, RPGI  
Amana Society Services Co., REC  
P. O. Box 186  
Amana, Iowa 52203  
Phone: 319-622-7600
- ◇ Mr. Pat Stief  
Traer Municipal Utilities  
649 Second Street  
Traer, Iowa 50675-1230  
Phone: 319-478-8760
- ◇ Mr. Warren McKenna, Manager  
Farmers Electric Cooperative  
PO Box 134  
Kalona, Iowa 52247  
Phone: 563-652-6893
- ◇ Mr. Jeff Ishmael, Manager  
City of Story City Municipal Light Plant  
505 Market  
Story City, Iowa 50248  
Phone: 515-733-4691
- ◇ Mr. Bill Serbousek, Power Manager  
PMX Industries  
5300 Willow Creed Drive SW  
Cedar Rapids, Iowa 52404-4303  
Phone: 319-368-7700 X-1205
- ◇ Mr. P. Ferman Milster, PE  
Associate Director of Utilities  
207 Burlington Street West  
The University of Iowa  
Iowa City, Iowa 52242-1523  
Phone: 319-335-5132
- ◇ Dr. Michael Jacoby  
Executive Director  
Illinois Assn. of School Business Officials  
108 Carroll Avenue  
DeKalb, Illinois 60115  
Phone: 815-753-9366



## Latham & Associates

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### 2012 FEE SCHEDULE

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Personnel Fees Per Hour	One-Time Project	Long-Term Relationship Retainer
Partner - Latham	\$240	\$225
Principal - Ervin	\$205	\$190
Senior Professional	\$145	\$140
Professional	\$125	\$120
Assistant	\$ 95	\$ 90

Out-of-pocket expenses, including air travel and lodging at actual cost

Automobile travel expenses at 55.5 cents per mile, IRS for 2012

Travel time at schedule

Subcontracts at cost plus 10 percent

Project expenses at cost plus 10 percent

Expert testimony and participation in process at negotiated fees

**New Lift Station 1-25 hp 2-100 hp pumps**  
 Construct new 14-inch force main  
 for the following unit and lump sum prices:

	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
1.1.	Construction Staking	LS	xxxxxx	xxxxxx	5,000.00
1.2.	Stabilizing Material	CY	200	25	5,000.00
1.3.	Erosion Control	LS	xxxxxx	xxxxxx	4,000.00
1.4.	6" Granular Surfacing	Tons	200	22.5	4,500.00
1.5.	Grading	LS	xxxxxx	xxxxxx	9,000.00
1.6.	14" (DI, pvc) Force Main in Place	LF	3500	45	157,500.00
1.7.	Field Drain Lines	LF	100	30	3,000.00
1.8.	100 hp Pumps (2)	LS	xxxxxx	xxxxxx	80,000.00
1.9.	25 hp Pump (1)	LS	xxxxxx	xxxxxx	25,000.00
1.10.	Controls (3)	LS	xxxxxx	xxxxxx	60,000.00
1.11.	Wet well Structure	LS	xxxxxx	xxxxxx	100,000.00
1.12.	Generator	LS	xxxxxx	xxxxxx	120,000.00
1.13.	Lagoon Interconnect Piping	LS	xxxxxx	xxxxxx	20,000.00
				Subtotal =	593,000.00
				10% Contingency	59,300.00
				Subtotal	652,300.00
				15% ELA	97,700.00
				<b>Total</b>	<b>750,000.00</b>

## Chapter 4 – Summary and Recommendations

### Summary

The sanitary sewer system is designed to handle wastewater flows and therefore has reduced capacity when stormwater flow is contributing to the system flows. The water level in the sanitary sewer system is elevated above normal during rainfall events due to inflow and infiltration in the system. The elevated water levels can cause service back-ups and sanitary sewer overflows.

The rehabilitation methods described in the preceding chapter will reduce excess flow in the sanitary sewer system from stormwater and groundwater inflow and infiltration. The extent of the flow reduction is unknown. Groundwater infiltration in a collection system lowers the groundwater level. When the infiltration routes are sealed, the groundwater levels are raised and the groundwater may find routes into the system that were previously thought to be free of leaks.

The recommended improvements will not be able to remove all of the inflow and infiltration from the sanitary sewer system, but are intended to remove a substantial amount of inflow and infiltration to prevent future sanitary sewer overflows and service back-ups. Some of the recommended improvements are required immediately due to structural failures of the pipe and manholes.

### Wastewater Collection System Recommendations

Cured-in-place lining is recommended for sewer reaches where the majority of the pipe joints show signs of infiltration or where the majority of the pipe is cracked or broken but is still round in shape. This method of rehabilitation is recommended for 11 sewer reaches. The reaches from manhole to manhole, diameter, and lengths are listed in Table 4.1.

**Table 4.1 Sewer Lining – Phase 1**

Manhole - Manhole Location	Street Location	8" CIPP
6-8-2 to 6-8-1	North Sixth Street	687'
6-8-3 to 6-8-2	North Sixth Street	248'
6-9 to 6-8	East Main Street	370'
6-10 to 6-9	East Main Street	171'
7-3-1 to 7-3	East Main Street	417'
7-3 to 7-2	East Main Street	190'
7-3-1-1 to 7-3-1	East Main Street	253'
7-3-2 to 7-3-1	North Fifth Street	431'
7-5LH to 7-4	North Fourth Street	222'
19-14-1 to 19-14	Greenview Drive	145'
19-16 to 19-15	Greenview Drive	201'

Open cut spot repairs involving excavating and replacing short sections of damaged pipe and manholes may be used to rehabilitate sewer reaches that have only a few damaged areas that are deteriorated beyond the use of cured-in-place or chemical grouting rehabilitation methods. The cost of these repairs depends on the surface material that will be removed and replaced, the size and depth of the pipe to be replaced, and the location of the sewer reach. This method of rehabilitation is recommended for 6 sewer reaches. The reaches from manhole to manhole, diameter, and lengths are listed in Table 4.2.

**Table 4.2 Sewer Point Repairs – Phase 1**

Manhole - Manhole Location	Street Location	Pipe Diameter (in)	Repair Length
6-8-1 to 6-8	North Sixth Street	8	130'
6-8-2 to 6-8-1	North Sixth Street	8	180'
6-8-3 to 6-8-2	North Sixth Street	8	40'
6-9 to 6-8	East Main Street	8	40'
7-3-2 to 7-3-1	North Fifth Street	8	10'
19-14 to 19-13	Greenview Drive	8	10'
19-15-1 to 19-15	Greenview Drive	8	30'

Manhole infiltration that is only located in the chimney section or under the casting may be reduced by the installation of chimney seals. Internal chimney seals may be installed without disturbing the surfacing surrounding the manholes. External chimney seals require the excavation of the upper portion of the manhole for installation. Internal chimney seals are generally recommended for installation in manholes located in areas of newer pavement or areas with close landscaping that should not be disturbed. External chimney seals are recommended in situations where the surfacing surrounding the manhole will be disturbed, are in poor condition or are in a field. Chimney seals are recommended for 39 manholes.

Manholes with infiltration due to missing or damaged mortar, leaking joints, leaking lift holes, cracks, or pipe connections may be rehabilitated using chemical grout injections. This method is generally very effective, and is recommended for 22 manholes. The manhole number and locations are listed in Table 4.3.

**Table 4.3 Manhole Grout Repairs – Phase 1**

Manhole Number	Location	Grout Manhole Base	Grout Manhole Joints
6	Water St.	1	1
6-1	Water St.	1	1
6-2	Water Street	1	0
6-4	S. Fifth St.	1	0
6-5	E. Main St.	1	0
6-8-1	N. Sixth St.	1	1
6-8-2	N. Sixth St.	1	1
6-8-3	N. Sixth St.	1	1
6-10	E. Main St.	1	1
6-11	E. Main St.	0	1
6-12	E. Main St.	0	1
7	Water St. (Gravel Lot)	1	0
7-1	West Main St.	1	0
7-3-2	N. Fifth St.	1	1
18	West Main St.	0	1
19-3	West Main St.	1	1
19-5	West Main St.	1	1
19-5-2	West Main St.	0	1
19-13	Greenview Dr.	0	1
19-14	Greenview Dr.	0	1
19-15	Greenview Dr.	0	1
19-16	Water St.	1	1

Manholes with severe damage and infiltration due to corrosion or structural degradation can be rehabilitated using a spray lining system, cured-in-place liner, or poured-in-place liner. This method is recommended for manholes with infiltration and severe damage that cannot be rehabilitated using grout injections or chimney seals. This method is recommended for 5 manholes. The manhole number and locations are listed in Table 4.4.

**Table 4.4 Manhole Lining – Phase 1**

Manhole Number	Location	Manhole Diameter (in)	Line Manhole (Vertical Feet)
6-8	East Main Street	48	10'
7-2	East Main Street	48	9'
7-3	East Main Street	48	9.8'
7-3-1-1	East Main Street	48	9.5'
7-4	North Fourth Street	48	5.5'

Infiltration in manholes due to missing or severely damaged chimney sections, cone sections, or pick lid castings may be reduced by removing and replacing the damaged chimney or cone section or replacing the casting. An external chimney seal is generally installed along with the removal and replacement of a chimney or cone section. The removal and replacement of the entire manhole is considered a last resort method for this study. If the manhole is irreparably damaged the manhole may have to be excavated, removed and replaced. The removal and replacement of sections of the manhole or the entire manhole is recommended for 4 manholes. The manhole number, locations, and manhole depths are listed in Table 4.5.

**Table 4.5 Manhole Reconstruction – Phase 1**

Manhole Number	Location	Remove & Replace Cone (Ea)	Remove & Replace Manhole (Vertical Feet)
7-3-1	5 <sup>th</sup> Street & Main Street		16.6'
7-3-2	5 <sup>th</sup> Street & Green Street	1	
7-5	Green Street at N. 5 <sup>th</sup> St.		10'
19-15-1	Greenview Court		10'

The above recommended rehabilitation methods may also require the removal and replacement of surface material, depending on the rehabilitation method and the location of the pipe or manhole to be rehabilitated.

## Cost Summary

The following table lists the manhole rehabilitation and sewer rehabilitation

**Table 4.6 Wastewater Collection System Rehabilitation  
Estimated Cost Summary – Phase 1**

### Manhole Rehabilitation

Description	Units	Estimated Quantity	Unit Price	Extended Price
Line Manhole	VF	44	\$175.00	\$7,700.00
Remove and Replace Chimney	Ea	1	\$700.00	\$700.00
Remove and Replace Cone	Ea	1	\$2,250.00	\$2,250.00
Remove and Replace Manhole	Ea	1	\$25,000.00	\$25,000.00
Replace Cover and Frame	Ea	15	\$800.00	\$12,000.00
Install New Manhole	Ea	2	\$10,000.00	\$20,000.00
Chimney Seal	Ea	39	\$700.00	\$27,300.00
Grout Manhole	Ea	22	\$900.00	\$19,800.00
Seeding	Ac	1	\$1,000.00	\$1,000.00
Remove and Replace Street HMA	SY	100	\$110.00	\$11,000.00
Insert Hole Plugs in Manhole Lids	Ea.	20	\$25.00	500.00
Manhole Rehabilitation Total				\$127,250.00

### Sewer Main & Service Rehabilitation

Description	Unit	Estimated Quantity	Unit Price	Extended Price
Cleaning Sanitary Sewer Mains	LF	9,940	\$1.00	\$9,940.00
Televising Sanitary Sewer Mains	LF	19,880	\$1.00	\$19,880.00
Open Cut Repairs	Ea	7	\$2,500.00	\$17,500.00
Open Cut Repairs	LF	440	\$120	\$52,800.00
8" Cured-in-place Pipe Lining of Sanitary Sewer	LF	3,353	\$25.00	\$83,375.00
Reinstate Services	Ea	77	\$50.00	\$3,850.00
Remove and Replace Street PCC	SY	1,000	\$50	\$50,000.00
Air Test Joints	Ea	1,300	\$35	\$45,500.00
Grout Joints	Ea	1,040	\$20	\$20,800.00
Grout Service Connections	Ea	36	400	14,400.00
Sewer Main & Service Rehabilitation Total				\$318,045.00

Subtotal	\$445,295.00
10% Contingency	\$44,530.00
Estimated Construction Cost	\$489,825.00
10% Engineering	\$48,980.00
<b>Phase 1 - Total Project Cost</b>	<b>\$538,805.00</b>

## **City Council Meetings**

The regular meetings of the Council are on the first and third Mondays of each month in the Council Chambers at City Hall. The time of said meetings shall be 6:30 p.m. when held during the months of November through March and shall be at 7:00 p.m. when held during the months of April through October. If such day falls on a legal holiday, the meeting is held at a mutually agreeable time, as determined by the Council. (Code of Ordinances Chapter 17.04, Ord. 650 - Aug. 08 Supp.) Location: 110 N. Poplar Street, West Branch, IA 52358.