

(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 15, 2014
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:00 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Deputy City Clerk Dawn Brandt, Police Chief Mike Horihan, Public Works Director Matt Goodale, Library Director Nick Shimmin, Parks & Recreation Director Melissa Russell, and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce, and Tim Shields.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the December 1, 2014 City Council Meeting.
- b. Approve claims.
- c. Approve 2015 Seal Coat Unit Pricing Agreement with L.L. Pelling Company.

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

Date 12-15-14	City of West Branch	
	Claims Report	
All American Concrete	Streets- Oliphant Sidewalk Ph2	1,301.50
Alliant Energy	Various Depts - Phone Service	7,418.55
Amazon	Library - Supplies	497.70
American Water Works	Water - Membership Renewal	89.00
Amsan	Adm/TH/Lib/Water - Supplies	452.88
Baker & Taylor Inc.	Library - Books	655.54
Bankers Trust Company	Debt Service- Go Bond 2013 Pmt	21,120.00
Barnhart's Custom Services	Streets - Haul Bridge Plank	230.00
Barron Motor Supply	Fire/Streets - Supplies	401.24
Best Buy	Police - Computer Monitors	679.96
Big Timber Excavating	Strmwtr-Orange N End Culvert	3,078.00
Bound Tree Medical	Fire - Supplies	278.11
BP Amoco	Fire/Streets - Fuel	267.23
Brandt, Dawn	Admin - Reimb For Mil/Supplies	60.69
Brick, Leslie	Admin - Reimb For Supplies	12.83
Cedar County Cooperative	Fire/Streets - Diesel Fuel	1,601.79
Cedar County EMS	Fire - Annual Dues	100.00
Cedar County Recorder	Legal - Recorded Documents	127.00
Cedar Rapids Photo Copy	Library - Service	34.02
Chief Supply Corporation	Police - Supplies	98.75
Chris Jones Trucking	Streets - Hauling Sand	154.04
Cochran, Craig	Fire - Reimb For Supplies	90.82
Community State Bank	Ds- 2013 Go Equip Loan Int Pmt	653.47
Costco Wholesale	Park & Rec -Halloween Supplies	19.98
Croell Redi-Mix	Streets- Concrete Sand	274.81
Crow Shooting Supply	Police - Ammunition	706.42
Culligan Water	Fire - Water Cond Rental	33.95
Demco	Library - Supplies	58.65
Deweys Jack & Jill	Park&Rec/Sewer - Supplies	68.78
Document Destruction	Admin - Destruction Services	44.00
Econo Signs	Streets - Signs	441.23
ED.M.Feld Equipment	Fire - Supplies	320.00
EFTPS	Federal Withholdings	6,569.73
EMSLRC	Fire - Replacement Card	15.00
ETS Corporation	Adm/Water/Sewer - Credit Card Fees	47.12
F&B Communications	Admin - Website Hosting	29.95
Freeman Lock & Alarm	Sewer - Keys	13.00
General Pest Control	Library - Service	70.00
Greatamerica Leasing	Admin - Final Copier Lease Pmt	252.06
Harry's Custom Trophies	Park&Rec - Bball Medals	165.00
Hawkins	Water - Azone	1,337.00
HD Cline Company	Cemetery - Parts	49.60

Holiday Designs	Streets- C7 Bulbs	354.74
Holiday Inn Hotel & Suites	Sewer - Lodging Training	183.68
Hy-Vee	Park&Rec - Chili Supper	192.78
IMWCA	Streets - #6 Work Comp Prem	3,254.00
Iowa Assn. Mun. Utilities	Water - Eiasso Dec-Feb	534.27
Iowa Finance Authority	Water Sinking-SRF Rev Bond Int	9,450.00
Iowa One Call	Water/Sewer - Service	59.40
J & M Displays	C&Cult-2015 Fireworks Dep	20,000.00
Joey Dean Wenndt	Fire - Dec Fire Training	150.00
John Deere Financial	Water - Supplies	156.75
Johnson County Refuse Inc.	Solid Waste - Recycling Nov	3,700.25
Journeyed Com	Library - Software License	52.79
Kevin D Olson	Legal Services For Dec 2014	1,500.00
Kingdom Graphics	Police - Uniform Shirts	207.50
Lenoch & Cilek	Sewer - Keys	5.97
Liberty Communications	Various Depts - Phone Service	1,147.27
Liberty Doors	Library - Service Repair	190.00
Linn County R.E.C.	Streets - Utilities	138.00
Lynch's Excavating	Water/Sewer - Various Projects	33,600.00
Lynch's Plumbing	Streets - Supplies	8.20
Main Street West Branch	Admin - Holiday Greenery	199.75
Mediacom	Cable - Service	40.90
Menards	Adm/Town Hall/Str/Water - Supplies	420.65
Midwest Frame & Axle	Streets - Light Bar	121.45
Midwest Janitorial Service	Lib/TH/Admin/Police - Cleaning	612.05
Novus Auto Glass	Streets - Service Repair	200.00
Oasis Electric	Streets/Water - Various Elec Projects	7,276.04
Oriental Trading Co.	P&R - Crafts Christmas Past	336.05
Overdrive	Library - EBooks	77.98
Parkside Tire & Wrecker	Police/Streets - Service	192.96
Payroll Expense	Payroll Expense 12-5-14	28,301.24
Pitney Bowes	Admin/Water/Sewer - Postage	500.00
Postmaster	Library - PO Box Renewal	68.00
Pyramid Services	Streets - Supplies	253.23
Qc Analytical Services	Sewer - Testing	605.00
Quality Engraved Signs	Admin - Nameplates	30.40
Quill Corp	Library/Admin - Supplies	273.27
Republic Responseability	Streets - Supplies	768.30
Russell, Melissa	Park & Rec - Reimb For Supplies	150.77
Secretary Of State	Admin - Notary Fee Brick/Muckler	60.00
Shanelle M Peden	Cable - Videotaping	375.00
St. Paul Stamp Works	Animal Control - Animal Tags	164.03
Terence J Goerdt	Admin - Building Inspections	245.00
The Gazette	Library - Subscription	72.80
Treasurer State Of Iowa	Iowa Sales Tax Ach Payment	2,629.50
Trugreen Processing Center	Park&Rec - Lions Field Srv	145.00
University Of Iowa: State	Water - Testing	25.00
UPS	Sewer - Shipping	100.44
US Bank Equipment	Library - Copier Contract	140.84
USA Blue Book	Water - Supplies	278.02
Veenstra & Kimm	P&Z/Str- Various Eng Projects	3,584.72
Verizon Wireless	Various Depts - Phone Service	774.16
Walmart	Library - Supplies	383.80
West Branch Repairs	Police - Service Dodge	39.00
West Branch Times	Lib/Str/Adm - Publications & Sub Ren	821.59
WEX Bank	Police/Water/Sewer - Fuel	1,505.71
	Grand Total	176,577.65

Fund Totals	
001 General Fund	59,216.92
022 Civic Center	648.67
031 Library	8,408.66
036 Tort Liability	3,254.00
110 Road Use Tax	13,240.76
112 Trust And Agency	1,473.61
226 Go Debt Service	21,773.47
600 Water Fund	15,401.38
603 Water Sinking Fund	9,450.00
610 Sewer Fund	40,632.18
740 Storm Water Utility	3,078.00
Grand Total	176,577.65

COMMUNICATIONS/OPEN FORUM

Councilperson Shields raised safety concerns with trucks stopped on the traveled portion of the road waiting to enter the Proctor and Gamble facility. Council members unanimously agreed that these safety concerns were valid, that P&G was provided adequate notice and that enforcement actions should commence in the near future to resolve the issue. Mayor Worrell directed city staff to monitor this area and requested a report on the findings.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell – Recognition of Hames Homes.

Mayor Worrell recognized Hames Homes as a valued community partner and thanked them for their many contributions to West Branch over the years. Worrell presented a certificate of appreciation to Mr. Troy Hames. Also on hand for the presentation were Hames Homes Office Managers Carrie Hourigan and Amanda Wiles.

Mayor Mark Worrell – Recognition of Wilburn Bass.

Mayor Worrell thanked Wilburn ‘Arkie’ Bass for over 36 years of service on the Zoning Board of Adjustment.

Accept resignation of Wilburn Bass from the Zoning Board of Adjustment./Move to action.

Motion by Ellyson, second by Shields to approve resignation. AYES: Ellyson, Shields, Miller, Stevenson, Pierce. Motion carried.

Councilperson Mary Beth Stevenson - Appointments/Reappointments/Move to action. Clara Oelson – Planning and Zoning Commission, December 31, 2016.

Councilperson Stevenson spoke in favor of the appointment of Clara Oleson.

Motion by Ellyson, second by Shields to approve Clara Oleson to the Planning and Zoning Commission. AYES: Ellyson, Shields, Miller, Stevenson, Pierce. Motion carried.

Councilperson Jordan Ellyson - Appointments/Reappointments/Move to action. Sally Peck – Planning and Zoning Commission, December 31, 2015.

Councilperson Ellyson spoke in favor of the appointment of Sally Peck.

Motion by Stevenson, second by Pierce to approve Sally Peck to the Planning and Zoning Commission. AYES: Stevenson, Pierce, Ellyson, Miller, Shields. Motion carried.

Councilperson Colton Miller - Appointments/Reappointments/Move to action. Frank Frostestad – Zoning Board of Adjustment, December 31, 2019.

Councilperson Miller spoke in favor of the appointment of Frank Frostestad.

Motion by Miller, second by Stevenson to approve Frank Frostestad to the Zoning Board of Adjustment. AYES: Miller, Stevenson, Ellyson, Pierce, Shields. Motion carried.

Mayor Mark Worrell - Presentation of Reserve Officer Completion of Training Certification to Reserve Officer Lynn Lovetinsky.

Mayor Worrell presented Reserve Officer Lynn Lovetinsky with his Completion of Training Certificate. Chief Mike Horihan also thanked Reserve Officer Lovetinsky for his service to the community. Muckler noted that Lovetinsky is the only reserve officer at this time that has achieved Reserve Level 2.

Third Reading of Ordinance 728, amending Title “Compensation”, Chapter 15 “Mayor.”/Move to action.

Attorney Olson provided an amendment to Ordinance 728 for Council consideration. The amendment tied future increases or decreases in the pay of the Mayor to the Consumer Price Index.

Motion by Pierce to amend Ordinance 728 to add the suggested language regarding the Consumer Price Index, second by Shields. AYES: Pierce, Shields, Ellyson, Miller, Stevenson.

Motion by Shields, second by Stevenson to approve third reading of amended Ordinance 728. AYES: Shields, Stevenson, Ellyson, Miller, Pierce. Motion carried.

ORDINANCE NO. 728

AN ORDINANCE AMENDING TITLE “COMPENSATION”, CHAPTER 15 “MAYOR”

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 15.04 “COMPENSATION” of the Code of West Branch, Iowa is hereby amended by deleting section 15.04 in its entirety and inserting in lieu thereof:

15.04 COMPENSATION. The compensation of the Mayor shall be \$5,000 annually, payable monthly. Beginning January 1, 2016, and for each year afterwards, the annual compensation shall be increased or decreased according to the percentage change of the Consumer Price Index for the current year over the Consumer Price Index for the prior 24 months. For purposes of this section, the Consumer Price Index shall mean the Consumer Price Index, U.S. City Average, Urban Wage Earners and Clerical Workers, all items (base index years 1982-84 = 100).

Passed and approved this 15th day of December 2014.

First Reading: November 17, 2014
Second Reading: December 1, 2014
Third Reading: December 15, 2014

Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

Third Reading of Ordinance 729, amending Title “Compensation”, Chapter 17 “Council.”/Move to action.

Attorney Olson provided an amendment to Ordinance 729 for Council consideration. The amendment tied future increases or decreases in the pay of the Council to the Consumer Price Index.

Motion by Stevenson to amend Ordinance 729 to add the suggested language regarding the Consumer Price Index, second by Pierce. AYES: Stevenson, Pierce, Ellyson, Miller, Shields. Motion carried.

Motion by Shields, second by Pierce to approve third reading of amended Ordinance 729. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. Motion carried.

ORDINANCE NO. 729

AN ORDINANCE AMENDING TITLE “COMPENSATION”, CHAPTER 17 “COUNCIL”

1. BE IT ENACTED by the City Council of West Branch, Iowa, that Chapter 17.06 “COMPENSATION” of the Code of West Branch, Iowa is hereby amended by deleting section 17.06 in its entirety and inserting in lieu thereof:

17.06 COMPENSATION. The compensation of members of the City Council shall be \$80 per regular or special City Council Meeting, payable annually. There will be no compensation provided for attendance at City Council Work Sessions or any other meetings. Beginning January 1, 2016, and for each year afterwards, the annual compensation shall be increased or decreased according to the percentage change of the Consumer Price Index for the current year over the Consumer Price Index for the prior 24 months. For purposes of this section, the Consumer Price Index shall mean the Consumer Price Index, U.S. City Average, Urban Wage Earners and Clerical Workers, all items (base index years 1982-84 = 100).

Passed and approved this 15th day of December, 2014.

First Reading: November 17, 2014
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Mark Worrell, Mayor

Attest:

Matt Muckler, City Administrator/Clerk

Resolution 1252, approving a temporary water supply agreement with Crestview Nursing and Rehab Center./Move to action.

Motion by Stevenson, second by Ellyson. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. Motion carried.

Resolution 1253, approving partial payment number three (final) in the amount of the retainage (\$5,052.70) to All American Concrete, Inc. of West Liberty, IA and accepting the West Branch, Iowa Oliphant Street Sidewalk –Phase 2 Project as substantially completed./Move to action.

Motion by Pierce, second by Stevenson. AYES: Pierce, Stevenson, Shields, Ellyson, Miller. Motion carried.

Resolution 1254, approving City of West Branch Legislative Priorities./Move to action.

Muckler briefed the Council on the Iowa League of Cities Legislative Priorities. Resolution 1254 asks our state legislative leaders to make no changes to TIF law and to increase funding for transportation and wastewater infrastructure improvements.

Motion by Shields, second by Ellyson. AYES: Shields, Ellyson, Miller, Stevenson, Pierce. Motion carried.

Resolution 1255, approving an agreement with the Legacy Girls in the amount of \$1,200 for entertainment during the 2015 Hoover's Hometown Days Celebration on Saturday, August 8, 2015./Move to action

Herbert Hoover National Historic Site Superintendent Pete Swisher spoke in favor of Resolution 1255. Swisher stated that the Legacy Girls were well-received in the past and felt that they would be a great addition to the 2015 event. Motion by Shields, second by Stevenson. AYES: Shields, Stevenson, Ellyson, Miller, Pierce. Motion carried.

Resolution 1256, approving an agreement with the Eastern Iowa Brass Band in the amount of \$3,000 for entertainment during the 2015 Hoover's Hometown Days Celebration on Saturday, August 8, 2015./Move to action

Motion by Shields, second by Ellyson: Shields, Ellyson, Miller, Stevenson, Pierce. Motion carried.

Resolution 1257, approving a soil testing agreement with Seneca Companies./Move to action

Motion by Stevenson, second by Ellyson. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. Motion carried.

Resolution 1258, hiring Tim Horihan as a part-time police officer and setting the salary for the position for the fiscal year 2014-2015./Move to action

Muckler noted that Tim Horihan had served well as a reserve officer and recently became a certified police officer. Muckler recommended to the Council that Tim Horihan be hired as a part-time officer to assist the city with special events and some limited weekend work or other shifts when a full-time officer is not available.

Motion by Shields, second by Ellyson. AYES: Shields, Ellyson, Miller, Stevenson, Pierce. Motion carried.

Resolution 1259, providing written consent of the City Council for use of barbed wire at Altorfer Ag Services/Move to action

Motion by Shields, second by Pierce. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. Motion carried.

CITY STAFF REPORTS

Public Works Director Matt Goodale – Snow Emergencies and Boil Orders.

Goodale reported that staff has met to go over the Snow Emergency and Boil Order procedures for the upcoming winter weather and that they are prepared to handle such emergencies as they arise.

Police Chief Mike Horihan – Annual Pet Registrations.

Horihan reminded that 2015 annual pet registrations are in progress. Suggestions from Council to improve communication to the residents were additional online registration options and a mailing to residents.

Library Director Nick Shimmin – Programming Update

Shimmin reported that Christmas Past craft program was a success. Many children enjoyed the refreshments and holiday crafts. The Adult Gift Wrapping event held on December 12, 2015 was small but successful as well. Upcoming library events for children include a special reindeer games story time. The theme of the coming year's summer reading program will be super heroes.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Worrell commented that there was a great turnout for Christmas Past this year and also recommended that maybe we should look into radio advertising next year to improve turnout. Pierce also commented on the good turn out and also that the gifts for the parent's activity was a nice addition. Miller noted that street improvements are needed at the corner of Main Street and Parkside Drive including curbs in need of repair, pot holes in crosswalks, and stormwater intake. In their current condition, Miller felt these issues posed pedestrian safety concerns.

ADJOURNMENT

Motion to adjourn meeting by Ellyson, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 8:25 p.m.

Mark Worrell, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk