

(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

**January 20, 2015
8:56 p.m.**

Mayor Worrell opened the West Branch City Council work session at 8:56 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, Fire Chief Kevin Stoolman and Public Works Director Matt Goodale. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce and Tim Shields.

Fiscal Year 2015-2016 Total Employee Compensation & Initial General Fund Revenue Estimate

City Administrator Muckler provided Council with the employee compensation proposal for FY16. The proposal includes a three percent salary increase for all full-time employees, a 5.49% health insurance increase and the addition of a fourth full-time Police officer. Councilperson Stevenson said that Muckler should receive the across the board three percent salary increase. Muckler said that he moved a small salary amount for Public Works and administrative staff wages from general fund to the water and sewer funds to more accurately reflect payroll for work expected to be completed in FY16.

Discussion by Council continued on whether to add a fourth Police Officer in FY16 with Miller and Shields agreeing that the position is needed but should be a Council goal for FY17. Stevenson & Ellyson are concerned that the backfill revenue will not continue. Councilperson Pierce did not have an opinion yet. Stevenson would like to consider a long term plan for City staffing.

Muckler presented the initial general fund revenue estimate that totals \$764,285 for non-salary general fund expenditures.

Department Director Budget Non-Salary Expenditure Presentations

Public Works Director Goodale presented projects he would like to complete in FY16 which include sealcoating Greenview and Fourth Street to the cemetery, North Downey project, Wapsi Creek parking lot, sewer manholes and some work in alleys.

Fire Chief Stoolman presented his budget noting revenue increasing \$6,500 from rural townships and minor changes in expenditures. Payroll for the Fire Chief will increase from \$2,400 to \$5,000 a year and payroll for the Assistant Chief will increase \$300.00 a year.

Park & Recreation Director Russell said office supplies increased for park informational flyer mailings, the recreation supplies expenditure increased due to possibly offering three summer day camps. The capital improvement line increased for the local option sales tax park projects.

Police Chief Horihan noted the Police expenditure budget has not changed from FY15. He is being conservative due to the possibility of hiring a fourth officer for FY16.

Library Director Shimmin presented his budget with the 3% increase in salaries, and small increases in building maintenance and technology services for the front desk computer replacement.

Council Member Input - Questions and Comments for Staff

Councilperson Miller asked Muckler to remove the fourth officer and put wages back into the general fund from the water and sewer funds on the employee compensation worksheet and bring it back to Council for the February 2nd meeting.

ADJOURNMENT

Motion by Shields to adjourn the work session, second by Ellyson. Motion carried on a voice vote.
City Council work session adjourned at 10:42 p.m.

Mark Worrell, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk