

(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

**February 2, 2015
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, Police Chief Mike Horihan, Library Director Nick Shimmin, Park & Recreation Director Melissa Russell, City Attorney Kevin Olson, and Fire Chief Kevin Stoolman. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce and Tim Shields. Absent: Deputy City Clerk Dawn Brandt

APPROVE AGENDA/CONSENT AGENDA

- a) Approve minutes from the January 14, 2015 Special City Council Meeting.
- b) Approve minutes from the January 14, 2015 City Council Work Session.
- c) Approve minutes from the January 20, 2015 City Council Meeting.
- d) Approve minutes from the January 20, 2015 City Council Work Session.
- e) Approve claims.

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

Date 2-2-15	City Of West Branch Claims Report	
Blue Cross Blue Shield	Health/Dental Insurance	10,553.01
Brandt, Dawn	Admin – Reimb training & mileage	150.19
Dearborn National Insurance	Life Insurance	60.10
Deluxe Corporation	Admin – bank deposit slips	52.49
EFTPS	Federal Withholdings	6,999.67
F&B Communications	Admin – website hosting	29.95
Iowa Department Of Revenue	Payroll Expense - January	1380.50
Iowa Municipal Finance Off.	Admin – IMFOA Dialogue training	60.00
IPERS	IPERS	12,717.09
Muckler, Matt	Admin – Reimb training expenses	26.25
Payroll Expense	Payroll Expense 1-30-15	28,220.01
Treasurer State Of Iowa	State Withholding Tax	3,677.00
United States Treasury	Payroll Expense – January	1,884.16
Wageworks	Flex - HCFA2014 payment	68.00
	Grand Total	65,878.42
Fund Totals		
001 General Fund		26,783.87
031 Library		6,321.07
112 Trust And Agency		12,988.02
600 Water Fund		10,307.82
610 Sewer Fund		9,409.64
950 BC/BS Flexible Benefit		68.00
Grand Total		65,878.42

COMMUNICATIONS/OPEN FORUM

No Comments.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1268, supporting a R.I.S.E local development application for constructing the Fawcett Drive Road Improvements Project, a roadway expansion project in the West Branch industrial park area, authorizing local matching funds for the project, and providing for the public use and maintenance of the proposed street./Move to action.

Kevin Bailey of McClure Engineering provided background information on the Revitalizing Iowa Sound Economy (R.I.S.E) grant and that it can provide 50 percent of matching funds for business opportunities and 80% for immediate opportunities. Submission deadlines are February 1st and September 1st. Given issues the City has had with truck parking near Procter & Gamble and potential future urban development, Kevin advised that he had submitted the application for the February 1st deadline at no charge to the City. Councilperson

Miller responded that he felt that the approval process 'got skipped' and that Council was not given ample time to review the Resolution to determine if City funds would be available should the City get the grant. Stevenson questioned the application deadline and requested more time to review for possible future consideration.

Council took no action. Resolution 1268 died for lack of Motion per City Council Rule #33. Motion by Stevenson to rescind the grant application, second by Miller. AYES: Stevenson, Miller, Ellyson, Pierce, Shields. Motion carried.

Resolution 1267, rescinding Resolution 1223, directing the Mayor to send a letter to the Hoover Presidential Foundation./Move to action.

Mayor Worrell confirmed that Karen Suchomel would continue to serve on the Historic Preservation Commission and that there would be no changes to the Hoover's Hometown Days planning. This Resolution rescinds the liaison system put in place by Resolution 1223.

Motion by Miller, second by Pierce to approve Resolution 1267. AYES: Miller, Pierce, Ellyson, Shields, Stevenson. Motion carried.

Public Hearing on adoption of the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021.

Mayor Worrell opened the Public Hearing at 7:37 p.m. Pat Callahan of Callahan Municipal Consultants opened the discussion on the purpose of creating a CIP and emphasized the importance of having one. Mayor Worrell thanked Pat for all of his guidance in helping with the creation of the plan and noted that in all the years of his City involvement, many times creating one was discussed but it never made it to fruition. There were no comments from the public. Public Hearing was closed at 7:59 p.m.

Resolution 1264, adopting the City of West Branch Capital Improvements Plan, Fiscal Years 2016 through 2021./Move to action.

Motion by Ellyson, second by Stevenson to approve Resolution 1264. AYES: Ellyson, Stevenson, Miller, Pierce, Shields. Motion carried.

Resolution 1265, amending the City of West Branch Snow and Ice Control Policy./Move to action.

Motion by Pierce, second by Ellyson to approve Resolution 1265. AYES: Pierce, Ellyson, Miller, Shields, Stevenson. Motion carried.

Resolution 1266, approving an agreement with Alliant Energy to install four street lights in West Branch and add the lights to the existing street light contract./Move to action.

Councilperson Pierce had a question from a resident on the cost for installing LED streetlights. Muckler responded with information from Alliant Energy that the overall monthly cost for these four lights is estimated at approximately \$31.42 per month.

Motion by Pierce, second by Shields to approve Resolution 1266. AYES: Pierce, Shields, Ellyson, Miller, Stevenson. Motion carried.

Public Hearing on proposed amendment to sections 165.22(7) and 170.15(5)D of the West Branch Zoning Ordinance.

Mayor Worrell opened the Public Hearing at 8:05 p.m. Board of Adjustment Chairperson Craig Walker addressed the Council with a proposal for amending Chapter 165 to allow the BOA to attach conditions & safe guards to Zoning Special Exceptions. This language is already in place for Zoning Variances so this would make the language consistent for both zoning requests. Walker also noted that the Iowa Code already has this language so this would allow the City Code to mirror the Iowa Code. Muckler addressed the Council for the proposed language change in Chapter 170 regarding sidewalk width for new subdivisions changing it from 4 to 5 feet in width. There were no comments from the public. Public Hearing was closed at 8:10 p.m.

First Reading of Ordinance 725, amending Chapter 165 "Zoning Regulations."/Move to action.

Motion by Shields, second by Ellyson to approve First reading of Ordinance 725. AYES: Shields, Ellyson, Miller, Pierce, Stevenson. Motion carried.

First Reading of Ordinance 726, amending Chapter 170 “Subdivision Regulations.”/Move to action.

Motion by Ellyson, second by Pierce to approve First reading of Ordinance 726. AYES: Ellyson, Pierce, Miller, Shields, Stevenson. Motion carried.

CITY STAFF REPORTS

Library Director Nick Shimmin – West Branch Public Library Update

Shimmin provided the upcoming winter library schedule which includes the Winter Adult Reading Program that runs for the month of February. February 13th the library will host an after- hours sewing class, provided by Shields Sewing. February 28th will be a family movie night with the movie TBD. Popcorn and drinks will be provided.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Mark Worrell – Board & Commission Training – February 24, 2015 at the Brick Arch

Mayor Worrell reminded all Council Members to attend the upcoming Board & Commission training to be held at the Brick Arch Winery on February 24th. Training will be provided by Jeff Schott, University of Iowa Institute of Public Affairs. Worrell also informed the Council that he would be attending the next Cedar County E911 board meeting to discuss the P25 Compliance issue. He welcomed any Council member to join him.

Mayor Mark Worrell – Planning & Zoning Training – April 6, 2015 in Davenport

Mayor Worrell reminded the Council of the upcoming Planning & Zoning Training to be held in Davenport. Members of the Council, Board of Adjustment and Planning & Zoning are all encouraged to attend.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:27 p.m.

Mark Worrell, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk