

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

**October 5, 2015
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin then asked the Council, staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Mayor Roger Laughlin was present. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Mary Beth Stevenson and Tim Shields were present.

Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Police Chief Mike Horihan, Public Works Director Matt Goodale, Library Director Nick Shimmin, and Fire Chief Kevin Stoolman.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

- a. Approve minutes from the September 21, 2015 City Council Meeting.
- b. Approve revised claims from the September 21, 2015 City Council Meeting.
- c. Approve claims. (Note: No claims were presented to the City Council at this meeting for approval.)
- d. Approve Class C Beer license with Sunday Sales for Casey's Marketing Co. DBA Casey's General Store #2524.
- e. Approve destruction of records with Document Destruction & Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities.
- f. Approve street closure of Green Street from Downey to First Street on Wednesday October 14, 2015 from 4:00 p.m.-8:00 p.m. for the Methodist Church Annual Tailgate Event.

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

COMMUNICATIONS/OPEN FORUM

Pete Swisher, Superintendent of the Herbert Hoover National Historic Site reported that the pedestrian bridge near the Ford Garage will be replaced soon, possibly as early as this winter, depending on weather. The bridge is part of an agreement between the National Park Service, School District and City of West Branch. The bridge will be lifted out of place and dismantled. The abutments will remain and a new span will be constructed. Pedestrian traffic will be disrupted briefly during construction.

Jo Butterfield, Ph.D., Executive Director of CIVIC (*the Council for International Visitors to Iowa Cities*) introduced her organization as a community-based non-profit organization that hosts international visitors. Dr. Butterfield stated that the majority of CIVIC visitors are participants in the International Visitor Leadership Program sponsored by the Department of State's Education and Cultural Bureau. Visitors are current and emerging leaders in their fields and come from both public and private sectors. CIVIC's objective is to foster international cooperation by promoting the exchange of ideas and working toward mutual understanding. Dr. Butterfield thanked the City for hosting the group and allowed each of the visitors to introduce themselves:

Mr. Aytac Uzunlas from Turkey, Expert and Trainer in Youth Work for Abdullah Gul University, Kayseri. He is also a Trainer in the Turkish National Agency and Salto-Youth EuroMed Resource Center (European Commission). Mr. Uzunlas thanked the Council for their hospitality.

Mr. Uffe Tang from Denmark, Editorial Director, Danish Broadcasting Company – DR TV. Mr. Tang covers Danish politics and Danish Parliament. He has an interest in all things political and thanked the Council for hosting the CIVIC group for the evening.

Ms. Ramona Neubaur from Germany, Chairwoman of the Green Party of North Rhine Westphalia, a region in Germany with 18 million residents. Her job is to prepare the Green Party for upcoming elections. The Green Party currently governs in coalition with the Social Democratic Party in North Rhine Westphalia. Ms. Neubaur stated that she was enjoying her stay in the United States and in the City of West Branch.

Dr. Catherine Gueguen from France. Dr. Gueguen is the Seconded National Expert to the U.S. Desk, in charge of the Transatlantic Trade and Investment Partnership, Directorate General for Trade, European Commission. She works in Brussels, Belgium for the European Commission on a team that negotiates trade with the US. She focuses on the development of exports and development abroad. Dr. Geugeun stated that she was very happy to be visiting West Branch.

Ms. Sharan Chaggar from the United Kingdom is the Head of Strategy and Operations, Points of Light, UK, Prime Minister's Office. Her role is recognizing and encouraging volunteering and has been impressed with volunteerism in the US. She thanked the West Branch City Council for their hospitality.

Mr. Matej Lejsal from the Czech Republic is the Director of the Sue Ryder Home, an NGO. His organization is focused on health and social care of the elderly. Mr. Lejsal is also a lecturer at Charles University in Prague in the Department of Management in Social and Health Care. He comes from a small town and is interested in how the City Council works in West Branch. He thanked the City Council for the opportunity to compare the process in West Branch to his own city and thanked the City Council for hosting the CIVIC group.

Mr. Ahmet Sabuncu from Turkey is a City Council Member from Adana, a city with a metropolitan population of two-and-a-half million people. He is also a partner and general manager at Sabuncu Ziraat. He is a leader in the Justice and Development Party (AKP) and is influential in the city's Development Project Committee. He thanked the Council for hosting him for the evening.

Mayor Laughlin thanked all of the dignitaries for visiting West Branch and stated that he enjoyed his time and learned a lot from his interactions with the CIVIC visitors.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1387, adopting the Cedar County Multi-Jurisdictional Hazard Mitigation Plan./Move to action.

Motion by Stevenson, second by Shields to approve Resolution 1387. AYES: Stevenson, Shields, Pierce, Ellyson, Miller. Motion carried.

Resolution 1388, ordering the construction of certain sidewalks located at 620 S. Downey Street, West Branch, Iowa./Move to action.

Olson stated that the Casey's would be commencing construction on the S. Downey Street and Tidewater Drive Improvements Project. The City Council has the authority to require the installation of sidewalk by property owners at their properties. Stevenson asked if the property owner was aware of the need for this project. Olson stated that the land owner was asking an exorbitant amount of compensation for an easement, so the City has altered the project to exclude improvements to Industrial Drive west of S. Downey. Muckler stated that the City staff engaged in a good faith effort to work with the owners of the property. Similar efforts led to the successful partnership with all of the other affected property owners in the project area. Cole KG West Branch IA LLC was the lone property owner that chose not to participate in the project.

Motion by Ellyson, second by Miller to approve Resolution 1388. AYES: Ellyson, Miller, Shields, Stevenson, Pierce. Motion carried.

Resolution 1389, approving the purchase of a 2016 Ford F-550 SD 4X4 Diesel Utility Truck with stainless dump box and snow removal equipment in the amount of \$71,135.37./Move to action.

Muckler stated that bids had been sought and received on this purchase. The low bid came from West Branch Ford. The amount of the item includes the truck and accessories. This purchase was budgeted in the FY 2015-2016 annual budget. Miller asked that the truck be brought to a Council Meeting after it is outfitted.

Motion by Shields, second by Pierce to approve Resolution 1389. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. Motion carried.

Resolution 1390, approving a consultant agreement with Lisa Rickertsen for financial consulting services./Move to action.

Muckler discussed Rickertsen's qualifications and updated the Council on the recruitment for a new finance officer.

Motion by Stevenson, second by Shields to approve Resolution 1390. AYES: Stevenson, Shields, Miller, Ellyson, Pierce. Motion carried.

CITY STAFF REPORTS

Park & Recreation Director Melissa Russell – Update on Nov. 3rd Park Vote

Russell provided a draft of the West Branch Parks Informational Brochure and explained the planned methods for distribution. Russell also reported on two satellite voting opportunities for the coming election. Miller asked about the legality of the brochures. Olson clarified that since the City is not advocating a position, rather providing information, the brochures are legal and appropriate. Shields asked if there was an informational meeting planned prior to the election. Russell stated that an open house meeting would be held on October 22nd.

Public Works Director Matt Goodale – Leaf Pick-Up

Goodale stated that leaf pick-up would start on October 12th. Public Works staff will work east to west through town every Monday, Wednesday and Friday until the beginning of December.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Roger Laughlin

Laughlin announced that the Fall Festival would take place on October 23rd and 24th in downtown West Branch. Laughlin encouraged the Council and public to attend the Fall Festival and the Halloween Soup Supper and Costume Contest on Saturday October 31st from 5:00-8:00 p.m. Trick or Treat will also take place between 5:00-8:00 p.m. on the 31st.

Councilperson Mary Beth Stevenson

Stevenson asked Public Works Staff to clean debris from the north side of the creek on Main Street near Mexico Lindo Grill and Cantina.

Councilperson Tim Shields

Shields reported on a meeting that was held with a playground equipment provider. He felt that the equipment was reasonably priced and that we would be able to acquire equipment at a good price. Stevenson stated a preference for playground equipment that would be appropriate for children.

City Administrator Matt Muckler

Muckler suggested that the Council plan for a 5:30 p.m. meeting on Monday November 2nd in anticipation of a home playoff football game that evening.

ADJOURNMENT

Motion to adjourn meeting by Miller, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 7:48 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk