

*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**

**November 2, 2015  
5:30 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 5:30 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, Tim Shields, and Mary Beth Stevenson was present.

Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Police Chief Mike Horihan and Deputy City Clerk Leslie Brick.

**APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION**

- a. Approve minutes from the October 5, 2015 City Council Meeting.
- b. Approve minutes from the October 5, 2015 City Council Work Session.
- c. Approve minutes from the October 19, 2015 City Council Meeting.
- d. Approve claims.

11-02-15 Claims Report	City of West Branch	
A1 Janitorial Supply	Sewer - Cleaner	132.46
Aero Rental	RUT/Streets – Chipper Rental	264.00
Baker & Taylor, Inc.	Library – Books	790.87
Cedar County Treasurer	GF/Legal Services - Fee	3.00
Cedar Rapids Photo Copy, Inc.	Library – Toner and Copies	56.95
Chief Supply Corporation	GF/Police – Supplies	74.98
Chris Jones Trucking	RUT/Streets – Haul Roadstone	217.84
Costco Wholesale	Library – Misc. Supplies	80.15
Dorsey & Whitney LLP	Capital Projects – Legal Fees, GO Bond, CIP	8,076.71
EFTPS	Federal Withholdings	8,239.66
F&B Communications, Inc.	Library/GF – Technology Services	1,049.39
Hawkins, Inc.	Water – Chemicals	1,528.42
Iowa Insurance Division	GF – FY15 Cemetery Report Fee	25.00
ICMA	GF/Clerk – Membership Dues	659.00
IMWCA	GF-Workers Compensation	4,666.00
Ion Exchange, Inc.	RUT/Streets – Supplies	181.63
Iowa Prison Industries	Library – Chairs	2,925.00
John Deere Financial	Sewer/RUT – Parts & Supplies	654.29
Knoche, Rebecca	Library – Mileage Reimbursement	120.15
Liberty Communications	GF-Admin/PW/P&R/Police/Lib/TH	1,206.50
Lowe's Business	GF/Cemetery – Misc. Supplies	25.00
Lynch's Plumbing, Inc.	Library – Services, Restrooms	112.50
Matt Parrott/Storey Kenworthy	GF/Clerk – Office Supplies	217.48
Mediacom	GF – Local Cable Access	40.90
Midwest Frame & Axle	RUT/Streets – Vehicle Repairs	2,976.69
Municipal Supply, Inc.	Water – Parts	2,784.00
Oasis Electric	Water – Aeration Fan at North Tower	425.00
Overdrive, Inc.	Library – Books	434.82
Payroll Expenses	Payroll Expense – 10/23/15 Payroll	29,969.73
Pitney Bowes Global Financial	Library – Postage Machine	120.00
Port O Jonny, Inc.	GF-Cemetery	87.00
Quill Corporation	GF/Clerk-Office Supplies	37.75
Republic Services of Iowa	GF/Clerk-Contract Services, Shredding	43.00
Shanelle M. Peden	GF/Cable-Payroll	150.00
St. Paul Stamp Works Inc.	GF/Commission – Animal Tags	154.82
Supplyworks	Town Hall – Supplies	159.63
Tallgrass Business Resources	Library – Furniture	10,846.58

The Library Store Inc.	Library – Misc. Supplies	106.54
Treasurer, State of Iowa	GF – Unclaimed Property	74.77
US Bank Corporate Card	Library – Books	35.95
US Bank Equipment Finance	Library – Contract Payments, Copier	135.70
USA Blue Book	Water- Misc. Supplies	450.86
Veenstra & Kimm, Inc.	GF/Water/RUT/Streets/Capital Projects	42,799.73
Verizon Wireless	GF-Police/Streets/Water/Sewer/P&R	791.58
West Branch Community Schools	GF/Park&Rec–Swim Lessons/Summer Camp	2,329.22
	Grand Total	126,261.25

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

## COMMUNICATIONS/OPEN FORUM

None.

## PUBLIC HEARING/NON-CONSENT AGENDA

First Reading of Ordinance 735, amending the *Standards for Signage Design and Display* found in the Appendix to the Code of Ordinances of the City of West Branch, Iowa./Move to action.

Shields and Ellyson spoke in favor of allowing a projecting sign on the west side of Heritage Square. Miller expressed disappointment that the west side of Heritage Square was not included in Resolution 732, which was considered by the City Council earlier this year. Mike Jones, 49 Greenview Drive in West Branch, stated that he intended for the sign to be in keeping with the standards of the downtown historic district.

Motion by Shields, second by Stevenson to approve the First Reading of Ordinance 735. AYES: Shields, Stevenson, Ellyson, Miller, Pierce. Motion carried.

Public Hearing on amending the current budget for the fiscal year ending June 30, 2016.

Entered public hearing at 5:37 p.m. No comments from the public. Exited the public hearing and resumed regular meeting at 5:38 pm.

Resolution 1395, amending the current budget for the fiscal year ending June 30, 2016./Move to action.

Motion by Ellyson, second by Pierce to approve Resolution 1395. AYES: Ellyson, Pierce, Miller, Stevenson, Shields. Motion carried.

Mayoral Appointment: Resolution 1396, hiring Derek M. Holmes as a police officer for the City of West Branch, Iowa, setting the salary for the position for fiscal year 2015-2016, and entering into an officer training reimbursement agreement./Move to action.

Horihan recommended the hiring of Derek Holmes as a West Branch Police Officer.

Motion by Shields, second by Pierce to approve Resolution 1396. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. Motion carried.

## CITY STAFF REPORTS

None.

## COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Ellyson encouraged the public to vote in the November 3, 2015 City election.

## ADJOURNMENT

Motion to adjourn meeting by Ellyson, second by Shields. Motion carried on a voice vote. City Council meeting adjourned at 5:42 p.m.

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Roger Laughlin, Mayor

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