

(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 16, 2015
7:00 p.m.**

Mayor Laughlin opened the West Branch City Council meeting at 5:30 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, Public Works Director Matt Goodale, Parks & Recreation Director Melissa Russell. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson and Tim Shields. Absent: Brian Pierce.

APPROVE AGENDA/CONSENT AGENDA

Approve minutes from the November 2, 2015 City Council Meeting.

Approve claims.

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

AERO RENTAL INC	RENTAL	304.00
ALLIANT ENERGY	SERVICES	10,222.66
AMAZON	CHARGES	715.90
BAKER & TAYLOR INC.	BOOKS	348.92
BANKERS TRUST COMPANY	2013 GO BOND INTEREST & FEES	20,345.00
BARRON MOTOR SUPPLY	SUPPLIES/PARTS	428.02
BEAN & BEAN	SERVICES	2,200.00
BRICK, LESLIE	TRAVEL/CONF REIMB	157.13
BUSINESS RADIO SALES	CHARGERS & BATTERIES	197.50
CEDAR COUNTY COOPERATIVE	DIESEL	490.50
CEDAR COUNTY PUBLIC HEALTH	FLU SHOTS	250.00
COMMUNITY STATE BANK	LOAN PAYOFF	51,610.23
COSTCO WHOLESALE	SUPPLIES	63.35
CULLIGAN WATER TECHNOLOGIES	SERVICE	34.70
DAN'S OVERHEAD DOORS & MORE	SERVICE	639.51
DEWEYS JACK & JILL	MISC CHARGES	352.74
ECONO SIGNS LLC	SIGNS	857.56
FASTENAL	PARTS	90.88
GATEWAY HOTEL & CONFERENCE	LODGING	226.24
HANNA, JOHN	TRAINING REIMB - LEIN CONF	301.04
HANSEN ASPHALT	SERVICES	1,600.00
HARRY'S CUSTOM TROPHIES LT	SERVICES	55.28
HOLIDAY INN DES MOINES AIR	CONFERENCE LODGING	190.40
HORIHAN, MIKE	REIMB SUPPLIES	28.00
IOWA ONE CALL	NOTIFICATIONS	63.90
IOWA PRISON INDUSTRIES	DECALS	55.00
JOHNSON COUNTY AMBULANCE S	MEDICAL SUPPLIES	35.00
JOHNSON COUNTY REFUSE INC.	GARBAGE STICKERS	625.00
KEVIN D OLSON	ATTORNEY SERVICES	1,500.00
KUSICK, MIKE	REIMB TRAINING TRAVEL	27.00

LINN COUNTY R.E.C.	SERVICES	135.93
LYNCH'S EXCAVATING INC	SERVICES	47,764.00
LYNCH'S PLUMBING INC	SERVICES	87.80
MIDWEST JANITORIAL SERVICE	SERVICES	656.26
MIDWEST WIRELESS LLC	CCTV SYSTEM	1,276.21
MISCELLANEOUS VENDOR	UTILITY DEPOSIT REFUNDS	136.91
MUNICIPAL SUPPLY INC.	PARTS	1,600.42
PITNEY BOWES PURCHASE POWER	POSTAGE	46.00
PSC DISTRIBUTION	PARTS	13.42
PYRAMID SERVICES INC.	PARTS	72.87
QUILL CORP	SUPPLIES	75.20
RANDY'S CARPETS	INSTALL SERVICE	139.00
RICKERTSEN, LISA	SERVICES	2,512.50
RIVER PRODUCTS COMPANY INC	ROADSTONE	318.73
S & S FLATWORK LLC	SERVICES	1,375.00
SENSUS USA	ANNUAL SUPPORT	1,838.00
SHANELLE M PEDEN	SERVICES	75.00
SHIMMIN, NICK	REIMB PARTS	6.61
SPEER FINANCIAL INC	SERVICES	6,049.75
STANARD & ASSOCIATES INC	SERVICES	81.00
STATE HYGIENIC LAB	TESTINGS	130.50
THE NORTHWAY CORPORATION	WELL #4 REPAIRS	12,316.50
UPS	POSTAGE FEES	108.43
US BANK EQUIPMENT FINANCE	COPIER CONTRACT	265.98
USA TODAY	SUBSCRIPTION	292.08
VEENSTRA & KIMM INC.	SERVICES	357.10
WALMART COMMUNITY/GEMB	CC CHARGES	311.10
WEST BRANCH ANIMAL CLINIC	SERVICES/BOARDING	80.00
WEST BRANCH REPAIRS	REPAIRS	1,044.06
WEST BRANCH TIMES	PUBLICATIONS	1,310.13
WTS MEDIA	SUPPLIES	28.95
TOTAL		174,520.90

PAYROLL **11/6/2015** **30,565.40**

PAID BETWEEN MEETINGS

TREASURER, STATE OF IOWA	SALES TAX PYMT	2,970.00
WELLMARK - BLUE CROSS/BLUE SHEILD	PREMIUMS	8,205.02
DEARBORN LIFE INSURANCE	PREMIUMS	37.80
TOTAL		11,212.82

GRAND TOTAL EXPENDITURES **216,299.12**

FUND TOTALS

001 GENERAL FUND	30,522.77
022 CIVIC CENTER	805.65
031 LIBRARY	8,767.11

110 ROAD USE TAX	3,439.55
112 TRUST AND AGENCY	9,029.76
226 DEBT SERVICE	71,955.23
305 MAIN ST CROSSINGS PROJ	4,200.00
307 MAIN ST INTERSECTION IMP	1,849.75
600 WATER FUND	28,771.25
610 SEWER FUND	7,236.95
740 STORM WATER UTILITY	49,721.10
TOTAL	216,299.12

JULY REVENUE FUND TOTALS	54,923.12
001 GENERAL FUND	175.26
022 CIVIC CENTER	643.65
031 LIBRARY	339.62
110 ROAD USE TAX	23,875.68
112 TRUST & AGENCY	593.65
119 EMERGENCY TAX FUND	130.46
121 LOCAL OPTION SALES TAX	26,653.12
226 DEBT SERVICE	754.82
302 PARKSIDE DR IMPR PROJECT	1,250.00
500 CEMETERY PERPETUAL FUND	120.08
501 KROUTH PRINCIPAL FUND	14.30
502 KROUTH INTEREST FUND	2.28
600 WATER FUND	38,625.06
610 SEWER FUND	25,434.70
740 STORM WATER UTILITY	2,908.58
TOTAL	176,444.38

COMMUNICATIONS/OPEN FORUM

None.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Roger Laughlin – Recognition of Mackenzie Krob for her service to the City of West Branch and Main Street West Branch.

Mayor Laughlin thanked Mackenzie Krob for her four years of service as Executive Director of Main Street West Branch and presented her with a plaque of appreciation. Krob presented a copy of the first version of the Christmas Past brochure and said a few edits would be added. Krob also wanted to let the Council know that there will not be Christmas Trees on display at the Hoover Library this year. She noted that another change was that the Silent Auction will be held at Little Lights this year. Krob encouraged everyone to attend the celebration.

Mayor Roger Laughlin- Oath of Office, Police Officer Derek Holmes

Mayor Laughlin administered the oath of office to new West Branch Police Officer Derek Holmes.

Motion to adjourn to closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where the disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation pursuant to Section 21.5© of the Code of Iowa.

Motion by Shields, second by Stevenson to adjourn to closed session. AYES: Shields, Stevenson, Miller, Ellyson. NAYS: None. Absent: Pierce. Motion Carried. Council entered closed session at 7:09 p.m.

Motion by Shields to adjourn from the closed session at 7:17 p.m. and second by Stevenson. AYES: Shields, Stevenson, Ellyson, Miller. NAYS: None. Absent: Pierce. Motion carried. Regular session resumed at 7:18 p.m.

Second 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.

Motion by Shields, second by Ellyson to approve Ordinance 727. AYES: Shields, Ellyson, Miller, Stevenson. Absent: Pierce. Motion carried.

Maggie Burger, Speer Financial, Inc. – Annual TIF Report.

Burger presented the City Council with the City's annual TIF Report. Burger noted that the City will enjoy a savings on a water revenue bond after the interest rate for the bond is reduced to 1.75%. The only project that is currently being paid on is Water Tower #2. There are also two interfund loans detailed in the report. Burger stated that the City is well-positioned in terms of debt capacity. In comparison to similar-sized cities to West Branch that Speer works with, West Branch has a higher debt capacity than other cities, which will allow the City to take on future CIP and other projects if the Council chooses to do so. The City has been aggressively paying off debt sooner than required and has tax abatements that will be eliminated entirely by fiscal year 2019-2020. After FY20, the City will then realize the entire value (minus the rollback) of those properties. There are approximately \$1,400,000 million dollars of unclaimed TIF dollars which roll back into the budgets of the other taxing districts. Burger stated that the City is utilizing TIF exactly the way that TIF was intended to be used and is not abusing TIF in any way, using only about \$37,000 out of approximately \$1,400,000 available.

Resolution 1386, approving the submission of the City of West Branch 2014-2015 Annual Financial Report to the State Auditor's Office./Move to action.

Motion by Ellyson, second by Stevenson to approve Resolution 1386. AYES: Ellyson, Stevenson, Shields, Miller. Absent: Pierce. Motion carried.

Resolution 1397, considering the issue of whether Acciona Windpower North America, LLC should be rebated a portion of tax increment revenues./Move to action.

City Attorney Kevin Olson explained that per the recent judgment, the Council was directed by the court to annually consider rebating a portion of tax increment revenues to Acciona.

Motion by Stevenson, second by Shields to approve Resolution 1397. AYES: Stevenson, Shields, Miller, Ellyson. Absent: Pierce. Motion carried.

Resolution 1398, authorizing the transfer of funds./Move to action.

Motion by Ellyson, second by Shields to approve Resolution 1398. AYES: Ellyson, Shields, Miller, Stevenson. Absent: Pierce. Motion carried.

Resolution 1399, providing for a reduction in the interest rate for water revenue bond./Move to action.

Motion by Shields, second by Stevenson to approve Resolution 1399. AYES: Shields, Stevenson, Miller, Ellyson, Miller. Absent: Pierce. Motion carried.

Ashley Shiwarski, Business Development Inside Sales Manager, Utility Service Partners- Line Warranty Program.

Shiwarski presented the specifics of Line Warranty Program to the City Council. This program is voluntary and allows residents to purchase insurance for their water and sewer service lines. The Council asked staff to bring back a marketing license agreement at a future meeting for Council consideration.

CITY STAFF REPORTS

City Administrator Matt Muckler- Outlot A, Pedersen Valley, Part Two

Muckler discussed communications that he had with Oak Helm Partners on an outlot at the northeast corner of Scott Drive and W. Orange Street adjacent to Crestview Nursing & Rehab Center. Schechinger stated that the outlot currently serves as a stormwater detention facility and is needed to drain a large area east of Scott Drive and north of W. Orange Street. Schechinger stated that the City could install a stormwater BMP in this area if the property was owned by the City. The City Council expressed concern about the cost of future maintenance. Council also asked Muckler to continue discussions with Oak Helm Partners.

Library/IT Director Nick Shimmin- Security Cameras at Library and City Office

Shimmin updated the Council on cameras that were installed at the West Branch Public Library and described a quote that was received for a similar system for the City Offices. Council expressed support for the purchase but asked Shimmin to receive at least one more additional bid before a purchase is made.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Laughlin – Interstate Advertising & Special Council Meeting

Laughlin found a barn north of Durant that would serve well for a highway billboard for West Branch and talked to the owner. He is interested in the rules that this project would be subject to by IDOT. Olson stated that he would look into this. Laughlin also announced that a special council meeting would be held on November 30th at 5:30 p.m.

Mayor Laughlin recognized City Engineer Dave Schechinger for Report on Tidewater Drive

Schechinger provided the City Council with an update on the Public Improvements for S. Downey Street and Tidewater Drive, which includes the pending closure of Tidewater Drive. A detour is being constructed to allow traffic through during the reconstruction of Tidewater Drive between S. Downey Street and Division Street.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:38 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk