



110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

CITY COUNCIL MEETING AGENDA
Monday, May 1, 2017 • 7:00 p.m.
City Council Chambers, 110 North Poplar Street
Action may be taken on any agenda item.

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda/Consent Agenda/Move to action.
 - a. Approve minutes from the April 17, 2017 City Council Meeting.
 - b. Approve minute from the April 18, 2017 City Council Work Session
 - c. Approve Pay Estimate No. 1 in the amount of \$120,345.08 to All American Concrete, Inc. of West Liberty, IA for work completed on the Main Street Sidewalk – Phase 4 project.
 - d. Approve Change Order No. 1 in the amount of \$3,600.00 to All American Concrete, Inc. of West Liberty, IA for removal and replacement of a storm water intake on Main Street as part of the Main Street Sidewalk - Phase 4 project.
 - e. Approve Pay Estimate No. 7 for \$6,491.35 to Cornerstone Excavating, Inc. of Washington, IA for work completed on the 4th Street Reconstruction project.
 - f. Approve claims.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Resolution 1593, adding West Branch Police Department fees to the West Branch Schedule of Fees./Move to action.
 - b. Resolution 1604 approving two agreements with Windstar Lines, Inc. in the amount of \$2,168.00 for transportation related to West Branch Day Camps./Move to action.
 - c. Resolution 1605, approving a Settlement and Termination Agreement with Procter & Gamble Hair Care LLC./Move to action.
 - d. Resolution 1606, amending the City of West Branch Housing Incentive Program./Move to action.
 - e. Resolution 1607, setting salaries for seasonal Parks & Recreation employees./Move to action.
 - f. Resolution 1608, hiring a part-time laborer as a temporary Public Works employee./Move to action.
 - g. Melissa Russell – Hoover’s Hometown Days Special Event Permit
 - h. Erin Morrison-Vincent - Simply Summer Special Event Permit

Mayor: Roger Laughlin • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson
Interim City Administrator: Nick Shimmin • **Fire Chief:** Kevin Stoolman
Parks & Rec Director: Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale



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- i. Resolution 1609, approving a road closure on Saturday June 3, 2017 from 6:00PM-11:00PM of the 100 Block of West Main St. for Summer Camp sponsored by West Branch Community Development Group./Move to action
 - j. Resolution 1610, approving a professional services agreement with Fehr-Graham Engineering and Environmental, Inc. for design services as part of the West Branch Park Improvements Project at Pedersen Valley for a total fee not-to-exceed \$6,000./Move to action
 - k. Resolution 1611, to fix a date of meeting for a public hearing on amending the current budget for the fiscal year ending June 30, 2017./Move to action.
 - l. Resolution 1612, authorizing an internal advance to the Main Street Sidewalk - Phase 4 Capital Project Fund./Move to action.
 - m. Resolution 1613, approving the display of four Smart Rural Community designation signs to West Branch community entrances./Move to action.
 - n. Resolution 1614, authorizing the transfer of funds./Move to action.
 - o. Nick Shimmin – Preliminary presentation and discussion of new city website
8. City Staff Reports
 - a. Nick Shimmin – Procedure for adoption of a new employee handbook
 - b. Nick Shimmin – City-wide clean-up
 9. Comments from Mayor and Council Members
 10. Adjournment