

*(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  
West Branch Fire Station**

**City Council Work Session**

**February 13, 2012  
4:00 p.m.**

Mayor Don Kessler opened the West Branch City Council Work Session by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, City Attorney Kevin Olson, Park and Recreation Director Melissa Russell, Public Works Director Matt Goodale, Police Chief Mike Horihan and Library Director Nick Shimmin.

Council members: Mark Worrell, Jordan Ellyson, Dan O'Neil, Colton Miller and Jim Oaks.

Discussion of revenue and expenditures for the General Fund.

Mayor Kessler stated that the use of overtime should be monitored and used sparingly. Councilpersons Oaks and Ellyson encouraged staff to prioritize street projects in the Roads and Streets Budget. Councilpersons O'Neil, Oaks and Worrell asked staff to bring back street projects to Council as they are ready to be completed. Councilperson Worrell expressed support for the increase to Public Works employee Paul O'Neil. Council agreed to make the increase effective in fiscal year 2013. Muckler was encouraged to bring a resolution in front of Council to clarify the overtime policy, specifically that vacation hours should not count towards hours worked in the calculation of overtime. Council expressed interest in having further discussions on the City's health insurance policy. Council instructed staff not to mark sidewalks or become involved in selecting contractors during sidewalk repairs.

Discussion of revenue and expenditures for all funds outside of the General Fund.

Councilperson Worrell asked about the Acciona TIF Rebate amount for FY13. Muckler informed the Council that the Acciona rebate is estimated at \$244,178 for FY 13. Muckler informed the Council that \$100,000 from the sewer fund balance is proposed to be spent in FY 13 to address repairs identified in Phase I of the I & I Study. Muckler also pointed out that the city office remodel project loan would be paid off six years early in FY 13 and that the City would maintain its tax levy at the same rate (\$12.04/thousand) for the third year in a row under the proposed budget and that this rate was still lower than the 2009 tax levy rate.

Motion by Worrell, seconded by O'Neil to adjourn. Work session adjourned at 5:45 p.m.

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Don Kessler, Mayor

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