

(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

**May 7, 2012
7:00 p.m.**

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Administrative Assistant Ashley Borland-Kaalberg, Public Works Director Matt Goodale, Library Director Nick Shimmin, Park and Rec Director Melissa Russell, Fire Chief Administrator Dick Stoolman and Police Chief Mike Horihan.
Council members: Mark Worrell, Jordan Ellyson, Colton Miller, Dan O'Neil and Jim Oaks.

APPROVE AGENDA/CONSENT AGENDA

- a) Approve minutes from the April 16, 2012 City Council Meeting.
- b) Approve claims.
- c) Approve L.L. Pelling Co. Seal Coat Work in the amount of \$42,949.95.
- d) Approve the deposit of \$3,261 into the Fire Department General Fund Reserve Line and \$750 into the Public Works General Fund Reserve Line from the sale of used vehicles.
- e) Approve transfer of \$8,432.66 from Enlow Building CD Fund 502 to Library-General Fund 031.
- f) Approve transfer of \$1,354.33 from fund 200 debt service to active 226 debt service fund and close fund 200.

Motion by O'Neil to approve the agenda and consent agenda, second by Worrell. AYES: O'Neil, Worrell, Ellyson, Miller, Oaks. Motion carried.

Date 5/7/12

City of West Branch
Claims Register Report

Blue Cross Blue Shield	Health/Dental/Life Insurance	10,020.75
Borland-Kaalberg, Ashley	Reimb. for meals & Mileage Trng	165.41
Brandt, Dawn	Reimb. for meals at Training	33.73
Croell Redi-Mix Inc	Concrete for park sidewalk	882.50
Eftps	Federal Withholdings	4,933.29
Goodale, Matthew	Reimb. for Uniforms - Boots	72.04
Hy-Vee	Park & Rec-Candy for egg hunt	305.10
IDOT Office Of Vehicle Serv.	Police - Salvage theft exam fee	10.00
Ipers	Ipers	6,444.03
John Deere Financial	Cemetery - Uniform supplies	247.68
Mediacom	Admin - Service	40.90
Muckler, Matt	Reimb. for meals at training	50.08
Payroll Expense	April 27, 2012 payroll	23,306.66
Treasurer State Of Iowa	State withholding tax	1,943.00
Wellmark BC/BS	Flex	513.33
	Grand Total	48,968.50

Fund Totals

001 General Fund	21,356.31
031 Library	4,397.12
110 Road Use Tax	764.35
112 Trust And Agency	10,245.87
600 Water Fund	6,132.90
610 Sewer Fund	6,071.95
Grand Total	48,968.50

COMMUNICATIONS/OPEN FORUM

None

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL Presentation of donation to the City of West Branch by Cheryl Fisher, Procter & Gamble Distribution Center Leader.

Cheryl Fischer, Procter & Gamble Distribution Center Leader presented the Park and Rec Department, Police Department and Library Board with a donation check for \$8,000. The breakdown is as follows:

WB Library (computers)	\$3500
WB Parks & Rec (Beranek Park)	\$2500
WB Police Dept (AED)	\$2000

Accept the resignation of Dan Karr./Move to action.

Oaks asked to use the word retirement to ensure Karr would receive sick and vacation payouts. Motion to substitute the word resignation with retirement of Dan Karr by Oaks, second by Worrell. AYES: Oaks, Worrell, Ellyson, Miller, O'Neil. Motion carried.

Motion to accept the retirement of Dan Karr by Oaks, second by Worrell. AYES: Oaks, Worrell, Ellyson, Miller, O'Neil. Motion carried.

Set a public hearing for Monday May 21, 2012 at the 7:00 p.m. City Council Meeting on amending the current budget for the fiscal year ending June 30, 2012./Move to action.

Motion by O'Neil, second by Miller to set the public hearing. AYES: O'Neil, Miller, Worrell, Ellyson, Oaks. Motion carried.

Set a public hearing for Monday May 21, 2012 at the 7:00 p.m. City Council Meeting on granting to Interstate Power and Light Company, its successors and assigns, the right and franchise to acquire, construct, erect, maintain and operate a natural gas distribution system in the City of West Branch./Move to action.

Oaks wanted it clarified that the company named as Interstate Power and Light Company was Alliant Energy. Motion by Miller, second by O'Neil to set the public hearing. AYES: Miller, O'Neil, Ellyson, Oaks. NAYS: Worrell. Motion carried.

First Reading of Ordinance 696, referencing the City of West Branch Schedule of Fees in Chapter 7 of the City Code of Ordinances./Move to action.

Motion by Worrell, second by O'Neil to approve First Reading of Ordinance 696. AYES: Worrell, O'Neil, Ellyson, Miller, Oaks. Motion carried.

Nicole Turpin, Regional Planning Coordinator, East Central Intergovernmental Association, Comprehensive Plan Update Survey Results, Goals & Objectives and Initial Portions of Draft Comprehensive Plan.

Turpin gave a summary of the comprehensive plan survey results and stated that West Branch had a great return on surveys. Turpin stated that she is using West Branch as a model on how to gather community feedback for comp plan surveys.

Resolution 988, approving a 28E Agreement with the West Branch Community School District to make road and sidewalk improvements to the connection of Orange Street to the Middle School near the West Branch water tower./Move to action.

Motion by O'Neil, second by Ellyson to approve Resolution 988. AYES: O'Neil, Ellyson, Worrell, Miller, Oaks. Motion carried.

Resolution 989, approving a 28E Agreement with the West Branch Community School District to make sidewalk improvements to Poplar Street./Move to action.

Oaks voiced his concern as representatives from the school district had expressed some concern on the proposal at the recent joint meeting of the Council and School Board. Muckler explained that if the 28E agreement is not approved by the school, the City will move forward with sidewalk from Main Street to the City Office and street improvements to the city boundary on Poplar, but that the sidewalk project on school property would not be completed.

Motion by O'Neil, second by Ellyson to approve Resolution 989. AYES: O'Neil, Ellyson, Worrell, Miller. NAYS: Oaks. Motion carried.

Approve unpaid leave of absence for Administrative Assistant Ashley Borland-Kaalberg./Move to action.

Motion by O'Neil, second by Ellyson to approve unpaid leave of absence. AYES: O'Neil, Ellyson, Worrell, Miller, Oaks. Motion carried.

CITY STAFF REPORTS

Police Chief Mike Horihan – Police Department Patrol Vehicle

Horihan said that bid requests were sent to many dealers including all local dealerships. He stated that West Branch Ford has been awarded the bid. Ford approximates two months for delivery.

City Administrator Matt Muckler – Proposed Summer Council Meeting Schedule

Proposed dates:

Monday June 4, 2012

CANCELLED - Monday June 18, 2012

Monday June 25, 2012

CANCELLED - Monday July 2, 2012

Monday July 16, 2012

Monday August 6, 2012

Monday August 20, 2012

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

None

ADJOURNMENT

Motion to adjourn meeting by O'Neil, second by Worrell. City Council meeting adjourned at 7:27 p.m.

Don Kessler, Mayor

ATTEST: _____

Ashley Borland-Kaalberg, Administrative Assistant