

To: City Council

From: Matt Muckler, City Administrator

Date: August 9, 2013

Weekly Council Update

- **Main & Oliphant Stop Signs:** Public Works staff installed stop signs eastbound and westbound on Main Street at the intersection of Oliphant this afternoon. Stop ahead signs were also installed and flags were placed on all signs to alert drivers. School zone flashing beacons were ordered this week. They are expected to arrive and be installed at the end of September.
- **Park and Town Hall RFQ's Issued:** The City is requesting qualifications from interested architecture and/or engineering firms for the design of a strategic plan for capital improvements in six city parks. The selected firm will work with the Park & Recreation Commission and emphasize community input throughout the process. Twenty-six firms were sent invitations to respond. The RFQ is listed on the City website and advertisements will run in the West Branch Times and affiliated papers through September 5th. The Park & Recreation Commission will be considering a review process on the RFQ's and will report to the Council at the August 19th Council Meeting.

The City is also requesting qualifications from interested contractors for Town Hall doors, soffit, fascia and gutter repairs and painting. Due to the historical nature of this project, the City will not award this project based on the lowest bid, but rather on qualifications demonstrating the ability to complete this work in a quality manner. Five local contractors have been invited to bid on this project. The RFQ is also listed on the City website and advertisements will run in the West Branch Times and affiliated papers through August 29th.

- **Boil Order Issued:** Repairs to the intersection of 1st and Cedar continued today. A boil order is in effect for 203-216 Cedar St, 311 & 315 South 1st St, 238 South 2nd Street, BP, the Herbert Hoover Presidential Library-Museum, the Herbert Hoover Presidential Library Association (Yellow House) and a farmhouse on the Hoover National Historic Site. Water repairs were completed earlier today and water service was restored for those affected by the boil order at approximately 2:15 p.m.

Public Works will be replacing the concrete in the intersection next week. This will be done in sections, but the entire intersection will remain closed until all work is completed. We ask that residents who would normally use this route use Main Street to access Second Street. The parking lot at Village Green should not be used as a thru street. We apologize for any inconvenience this may cause and thank residents for their patience while work is being completed.

- **Hoover's Hometown Days:** This year's Hoover's Hometown Days was a huge success. Great teamwork from the planning committee ensured that the event was well organized. A special thanks to all of the community members, civic organizations and business partners whose financial contributions and volunteerism made this year's event possible.

- **Sewer Main Maintenance:** Municipal Pipe Tool will be in West Branch to televise and clean sewer main in Phase 2 of the City's Inflow and Infiltration Project next week. This area is primarily 2nd Street east to the City Limits; and College Street to Water Street. The revised schedule is that the project is expected to begin on August 12th and finish on August 16th. This area is primarily east of the abandoned railroad right-of-way and north of Main Street.

Municipal Pipe Tool was hired by the City of West Branch to clean and televise public sanitary sewer lines. The current project allows the Public Works Department to view the condition of the sewer line and schedule any necessary repairs. We apologize in advance for any inconvenience residents may experience.

During the cleaning process high pressure water jets are used to clean the public sanitary sewer lines. If the plumbing in a home has been vented properly they should not experience any air pockets coming through your plumbing system. If the plumbing in your home has not been vented properly the air pockets may have the ability to discharge the water from your toilets and drains.

In some instances the cleaning process can create a vacuum and pull the water from the drain traps in your plumbing fixtures allowing a sewer smell to develop. Should this occur please run water through your plumbing fixtures and this will fill the traps with water thus eliminating any future odors.

If an issue develops, residents are encouraged to contact the Cleaning Crew Leader for Municipal Pipe Tool, Harlan Weltzin, on his cell phone at (319) 404-7503. Residents may also call the Municipal Pipe Tool Office at (319) 988-4205. All other questions can be directed to our West Branch Public Works Director Matt Goodale at (319) 325-8213 or the City Office at (319) 643-5888.

- **N. Maple/Middle School Access Road:** Work was postponed on N. Maple Street. The project is now expected to begin August 12th and end on August 20th, just south of the water plant on Maple Street by the Middle School. Public Works Staff will be replacing storm water intakes and repairing concrete. The street will be closed completely for the duration of the project. The Middle School Access Road (near the water tower) will be used as a two-lane road during this time.

- **Park & Recreation Update:** The annual Harvey Peden Volleyball Tournament starts tomorrow at 10:00 a.m. and is expected to last until after midnight. Thirteen teams are scheduled to participate. Forty-five children are registered for the annual West Branch Day Camp which will take place next week. The kids have a full slate of activities planned.

- **Upcoming Events:**

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| ▪ Saturday August 10 th at 10:00 a.m. | Harvey Peden All Night Sand Volleyball Tournament |
| ▪ Monday August 12 th – 16 th | West Branch Park & Recreation Day Camp |
| ▪ Tuesday August 13 th at 6:30 p.m. | Planning & Zoning Commission Meeting |
| ▪ Wednesday August 14 th , 5:00-8:00 p.m. | Main Street West Branch Community Visioning Meeting |
| ▪ Thursday August 15 th , 7:00 p.m. | Park & Recreation Commission Meeting |
| ▪ Monday August 19 th at 7:00 p.m. | City Council Meeting |
| ▪ Thursday August 29 th at 6:30 p.m. | Preservation Commission Meeting |

The information provided is one-way communication and should not be discussed among you as this would be a violation of the open meeting law.