

(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

**February 6, 2012
6:30 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, Park and Rec Director Melissa Russell, Public Works Director Matt Goodale, Library Director Nick Shimmin, Police Officer Thomas Stewart, Fire Chief Kevin Stoolman, 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 January 17, 2012 City Council Work Session.
- b) Approve minutes from the January 17, 2012 City Council Meeting.
- c) Approve claims.
- d) Approve rescheduling the Monday February 20, 2012 City Council Meeting to Tuesday, February 21, 2012, due to the Presidents Day Holiday.

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

COMMUNICATIONS/OPEN FORUM

Worrell was notified by a Cedar County Engineer that there is a historical bridge available for the City's use for the College Street project.

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL Reconsideration of Resolution 962, approving an Engineering Services Agreement with Ament, Inc. in connection with the Safe Routes to School Project./Move to action.

Dan Stevenson, 5th Street resident spoke in favor of the SRTS project and his families' use of City's sidewalks.

Frank Frostestad addressed his use of the City's sidewalks and the installation / maintenance of his own personal sidewalk that leads to nowhere.

Jennie Embree, 4th Street resident told Council that a US House of Representatives Committee recently voted not to include the SRTS grant in future funding.

Motion by Worrell to reconsider Resolution 962 second by Miller. AYES: Worrell, Miller, Ellyson and O'Neil. NAYS: Oaks. Motion carried.

Resolution 962, approving an Engineering Services Agreement with Ament, Inc. in connection with the Safe Routes to School Project./Move to action.

Ellyson voiced her concern with how the City Council was approached by proponents of the grant. She also expressed that her vote would be based on the studying the issue, the potential costs involved and touring the City to view locations where the various improvements in the Safe Route to School Grant were to be located.

Motion by O'Neil to approve Resolution 962 second by Miller. AYES: Worrell, Miller. NAYS: Ellyson, O'Neil, Oaks. Motion failed.

Resolution 969, approving an Engineering Service Agreement with Veenstra & Kimm, Inc. in connection with the Priority Routes Sidewalk 2011 Project and directing the city administrator to notify the Iowa Department of Transportation Safe Routes to School Program Manager that the City will not participate in the Safe Routes to School Grant./Move to action.

O'Neil gave an overview to Council and the public the schedule/routes discussed with City staff. Miller expressed interest in having the Council reassess the sidewalk routes to be constructed.

Motion by O'Neil to approve Resolution 969, second by Oaks. AYES: O'Neil, Oaks, Ellyson. NAYS: Worrell and Miller. Motion carried.

Public Hearing on the proposed amendment to the West Branch Zoning Code, specifically incorporating Chapter 173 regarding site plan requirements.

Mayor Kessler opened the public hearing. Dave Schechinger answered Council questions concerning the site plan and discussion was had on increasing the bond year requirements. With no further discussion, the public hearing was closed.

First Reading of Ordinance 689, amending the West Branch Zoning Code, specifically incorporating Chapter 173 regarding site plan requirements./Move to action.

Motion by Oaks second by O'Neil to amend the first reading of Ordinance 689 to increase all bond requirements to 5 years.

AYES: Oaks, O'Neil, Worrell, Ellyson, Miller. Motion carried.

Motion by Oaks to approve amended first reading of Ordinance 689. AYES: Oaks, O'Neil, Worrell, Ellyson, Miller. Motion carried.

Resolution 972, approving agreement with McDonald's Corporation in connection with the McDonald's West Branch Re-Build Project./Move to action.

Motion by O'Neil, second by Worrell to approve resolution 972. AYES: O'Neil, Worrell, Ellyson, Miller, Oaks. Motion carried.

Resolution 973, approving McDonald's West Branch Re-Build Site Plan./Move to action.

Motion by O'Neil second by Ellyson to approve resolution 973. AYES: O'Neil, Ellyson, Worrell, O'Neil, Oaks. Motion carried.

Public hearing on a proposal to vacate and dispose of an interest in real property, said real property being generally described as the northern 75 feet of a 16-foot alley located to the west of Lot 19 and to the east of Lot 18 in Block 22 in Cameron (Original Town) A.K.A. West Branch, in West Branch, Cedar County, Iowa, generally located near Main Street and North 2nd Street./Move to action.

Mayor Kessler opened the public hearing. Discussion between Council, staff and both property owners involved was had. With no further discussion, the public hearing was closed.

First Reading of Ordinance 690, proposing to vacate and dispose of an interest in real property, said real property being generally described as the northern 75 feet of a 16-foot alley located to the west of Lot 19 and to the east of Lot 18 in Block 22 in Cameron (Original Town) A.K.A. West Branch, in West Branch, Cedar County, Iowa, generally located near Main Street and North 2nd Street./Move to action.

Motion by Worrell, second by Ellyson to approve the first reading of Ordinance 690. AYES: Worrell, Ellyson, Miller, O'Neil, Oaks. Motion carried.

Second Reading of Ordinance 672 amending Title, "Police, Fire and Emergencies," Chapter 31 "Reserve Police Force."/Move to action.

Motion by O'Neil second by Miller to approve second reading of ordinance 672. AYES: O'Neil, Miller, Worrell, Ellyson, Oaks. Motion carried.

Resolution 970, approving \$ _____ to be moved from the Park & Recreation General Fund Reserve line to the General Fund for the purchase of the Wapsi View Trailer Court./Move to action.

Motion by O'Neil second by Miller to postpone resolution 970 until the costs of cleanup are calculated. AYES: O'Neil, Miller, Worrell, Ellyson, Oaks. Motion carried.

Resolution 971, Proclaiming February 14, 2012 as Salute to Hospitalized Veterans Day./Move to action.

Mayor Kessler invited Council members to accompany American Legion members and himself in their visit to the Veterans Hospital on February 12th. Motion to approve resolution 971 O'Neil second by Worrell. AYES: O'Neil, Worrell, Ellyson, Miller, Oaks. Motion carried.

Resolution 974 approving an agreement with Garling Construction, Inc. in connection with the West Branch Fire Station Project./Move to action.

Motion by O'Neil second by Worrell to approve resolution 974. AYES: O'Neil, Worrell, Ellyson, Miller, Oaks. Motion carried.

Resolution 975, accepting the West Branch Fire Station Project as substantially completed./Move to action.

Motion by Worrell second by O'Neil to accept resolution 975. AYES: Worrell, O'Neil, Ellyson, Miller, Oaks.

Approve tentative revenues and expenditures for the general fund in the FY 2012-2013 Annual Budget./Move to action.

O'Neil suggested giving 1.5% employee raises with the City picking up the full 14% increase in health insurance benefits. Oaks suggested setting a work session at 4:00 p.m. on Monday, February 13th to discuss the budget. Motion by Worrell second by O'Neil to postpone the tentative revenue and expenditures for the general fund in the FY 2012-2013 Annual Budget. AYES: Worrell, Oaks, Ellyson, Miller, O'Neil. Motion carried.

Discussion of revenue estimates and expenditures for all funds outside of the general fund for the FY 2012-2013 Annual Budget.

Discussion on the annual budget will take place on Monday, February 13th at 4:00 p.m.

MAYOR DON KESSLER

Appointments/Reappointments

None

REPORTS

Fire Chief Kevin Stoolman – Fire Department Vehicle

Stoolman updated Council on the Fire Department Vehicle and noted that the suburban is ready ahead of schedule and expected to be received by the Department within the next couple weeks.

City Administrator Matt Muckler - Comprehensive Plan Public Input Survey

Muckler discussed proposed ways of circulating the survey including an insert in the newspaper, links on the City's web page and surveys being sent home in the School's Friday folder.

ADJOURNMENT

Motion to adjourn meeting by Worrell. City Council meeting adjourned at 8:34 p.m.

Don Kessler, Mayor

ATTEST: _____
Ashley Borland-Kaalberg, Administrative Assistant