

*(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**

**September 6, 2011  
7:00 p.m.**

Mayor Pro Tem Jim Oaks 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, Library Director Nick Shimmin, Fire Chief Kevin Stoolman, Fire Chief Administrator Dick Stoolman and Park and Recreation Director Melissa Russell. Council members: Mark Worrell, David Johnson and Jim Oaks. Absent: Robert Sexton and Dan O'Neil.

#### **APPROVE AGENDA/CONSENT AGENDA**

- a) Approve minutes from the August 15, 2011 City Council Meeting.
- b) Approve claims.
- c) Approve Street Closure of Oliphant Street from Northside Dr. to Orange Street for a Block Party on Saturday October 1, 2011 from noon-midnight.
- d) Approve Agreement for Mutual Aid Fire Protection in and Surrounding Johnson, County, Iowa April 2011.

Motion by Johnson, second by Worrell to approve agenda excluding 6d. AYES: Johnson, Worrell, Oaks. Absent: O'Neil and Sexton. Motion carried.

DATE 8/22/2011 CITY OF WEST BRANCH  
CLAIMS REGISTER REPORT  
BP AMOCO VARIOUS DEPTS - FUEL 2,011.35  
CEDAR COUNTY AUDITOR POLICE/FIRE - FY12 DIST SERV 5,567.50  
SOLID WASTE - FY12 ASSESSMENT 7,962.10  
GARLING CONSTRUCTION INC CAPITAL PROJECTS - FIRE 16,824.50  
IOWA ONE CALL WATER/SEWER - SERVICE 32.40  
NIABI ZOO PARK & REC - SUMMER CAMP 168.00  
OFFICE DEPOT CREDIT PLAN ADMIN/WATER - SUPPLIES 37.15  
PAYROLL 8-19-11 29,402.86  
PENCE, EDWIN EARNEST MONEY FOR PURCHASE 500.00  
PEEIFER, JAMES WATER - CREDIT REFUND 52.48  
RUSSELL, MELISSA PARK & REC - REIMBURSEMENT 44.49  
SPRINT POLICE - SERVICE 179.97  
TREAS. STATE OF IOWA IOWA SALES TAX - JULY 2,122.00  
TREAS. STATE OF IOWA IOWA SALES TAX - JUNE 328.31  
GRAND TOTALS 65,233.11  
FUND TOTALS  
001 GENERAL FUND 27,690.39  
031 LIBRARY 2,143.09  
110 ROAD USE TAX 791.74  
112 TRUST AND AGENCY 6,096.15  
303 FIRE CAPITAL PROJECT ADDITION 16,824.50  
600 WATER FUND 6,719.40  
610 SEWER FUND 4,967.84  
\*\*\*\* 65,233.11

#### **COMMUNICATIONS/OPEN FORUM**

Police Chief Mike Horihan introduced himself and gave an update on his first weeks with the City. Muckler introduced Tom Schwartz Director of the Herbert Hoover Presidential Library Museum. Councilman Johnson discussed drain issues on Green Street between 5<sup>th</sup> and 6<sup>th</sup> street and asked Muckler if the problem can be resolved prior to spring. Muckler said that he would look into it.

**PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL**  
Public hearing on proposed plans, specifications, estimate of cost and form of contract for the construction of the North Downey Resurfacing Project and for the taking of bids therefor.

Mayor Pro Tem Oaks opened the public hearing. Dave Schechinger discussed the location and the origin of the project. There was no input from the public. The public hearing was closed. Bids will be opened on September 14, 2011 at 2:00pm

Approve Resolution 953, approving the plans, specifications, estimate of cost and form of contract; ordering bids; setting a date for the receiving of said bids; and directing published notice of the bid letting; all for the North Downey Resurfacing Project./Move to action.

Motion by Worrell, second by Johnson to approve Resolution 953. Roll call vote – AYES: Worrell, Johnson, Oaks. Absent: O’Neil and Sexton. Motion carried

Motion to amend Ordinance 684 to remove language pertaining to the No Parking Zone on the west side of Oliphant Street./Move to action.

Motion by Johnson, second by Worrell to approve amendment to Ordinance 684. Roll call vote – AYES: Johnson, Worrell, Oaks. Absent: O’Neil and Sexton. Motion carried

Approve the repair of the pump and fittings in well #5 in the amount of \$8175./Move to action.

Motion by Worrell, second by Johnson to approve repair cost. Roll call vote – AYES: Worrell, Johnson, Oaks. Absent: O’Neil and Sexton. Motion carried

### **PRO TEM MAYOR JIM OAKS**

#### Appointments/Reappointments

Tim Shields – Parks & Recreation Commission

Motion by Worrell, second by Johnson to approve appointment. Roll call vote – AYES: Worrell, Johnson, Oaks. Absent: O’Neil and Sexton. Motion carried

### **REPORTS**

#### City Administrator Matt Muckler – Public Works Director Recruitment

Muckler updated Council on status of Public Works Director Recruitment process. He stated that he hopes to bring the appointment to Council on October 3rd.

#### City Engineer Dave Schechinger – Crack Sealing of City Streets

Schechinger gave Council an overview of the sealing process and cost overview. Council had discussion on possible street projects.

### **ADJOURNMENT**

Motion by Johnson to adjourn, second by Worrell. Motion carried. City Council meeting adjourned at 7:28 p.m.

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Don Kessler, Mayor

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