



PUBLIC NOTICE AND AGENDA OF THE WEST BRANCH CITY COUNCIL MEETING SCHEDULED TO CONVENE AT 7:00 P.M. MONDAY, JULY 17, 2017 IN THE CITY COUNCIL CHAMBERS, 110 NORTH POPLAR STREET, WEST BRANCH, IOWA

Mayor	Roger Laughlin	mayor@westbranchiowa.org
Mayor Pro Tem	Colton Miller	mcolton@rocketmail.com
Council Member	Jordan Ellyson	Jordanellyson@gmail.com
Council Member	Brian Pierce	brianapierce@outlook.com
Council Member	Mary Beth Stevenson	mbstevenson115@gmail.com
Council Member	Tim Shields	timshieldswbcc@yahoo.com
City Administrator	Redmond Jones II	rjonesii@westbranchiowa.com
City Attorney	Kevin Olson	kevinolsonlaw@gmail.com
Deputy City Clerk	Gordon Edgar	gordon@westbranchiowa.org

Please note: Most written communications to or from government officials regarding government business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

AGENDA

Call to Order

Opening Ceremonies

1. Pledge of Allegiance
2. Welcome

Roll Call

Guest Speaker, Presentations and Proclamations

1. Police Chief Mike Horihan – Grant Appreciation to Alliant Energy
2. Nick Shimmin - New City Web-Site

Approve Agenda / Consent Agenda / Move to Action

Routine items and items not anticipated to be controversial are placed on the Consent Agenda to expedite the meeting. If a Council member, staff member or member of the Public wishes to discuss any item on the Consent Agenda, they can request the item be removed from the Consent Agenda for discussion. The remaining items on

the Consent Agenda will be voted on with one motion being made for all items on the Consent Agenda. Then the item will be removed from the Consent Agenda, and will be separately considered and voted on.

1. Approval of City Council Meeting Minutes June 26th
2. Approve destruction of records with "Document Destruction & Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities.
3. Special thanks to Alliant Energy for the police grant. In addition, special thanks to Oasis Electric in assisting the completion of the new radio antenna project.
4. Approve Claims

Public Hearing / Non-Consent Agenda

1. Motion to Approve Reserve Police Officer Zachary Murdock. / Move to Action
2. Mayor Roger Laughlin – Oath of Office, Police Officer Zachary Murdock.
3. Consideration to overturn previous City Council direction relating to a refusal of liability for waterline damage on private property (anticipated presentation from Dave Peden).
4. A resolution 1642 setting the salary for an employee for the fiscal year 2017-2018. / Move to Action.
5. Consideration to approve a Class C Liquor License (Commercial) with outdoor service during Hoover's Hometown Days for the establishment known as "The Downunder". / Move to Action
6. Discussion regarding Fireworks Sales and Fireworks Use Policy

Reports

1. City Administrator's Report
2. City Attorney Report
3. Other Staff Reports

Comments from Mayor and Council Members

Adjournment

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection on the City of West Branch Website at www.westbranchiowa.org/government/council-videos. The minutes are not approved until the next regularly scheduled City Council meeting.)

West Branch, Iowa
Council Chambers

City Council Meeting

June 26, 2017
7:00 p.m.

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin then invited the Council, Staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Mayor Roger Laughlin was present. Council members: Colton Miller, Tim Shields, Brian Pierce and Jordan Ellyson were present. Absent: MaryBeth Stevenson. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, Library Director Nick Shimmin, Police Chief Mike Horihan and Park & Recreation Director Melissa Russell.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the June 5, 2017 regular City Council Meeting.

Approve Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales privileges for Mexico Lindo, Inc., DBA: Mexico Lindo Grill and Cantina.

Approve Class B Beer Permit (includes wine coolers) with Outdoor Service for West Branch Firefighters Inc. on August 4, 2017 and August 5, 2017.

Approve claims.

EXPENDITURES	6/26/2017	
ACTION SEWER & SEPTIC SERV	SEWER MAINTENANCE	1,177.75
ALLIANT ENERGY	ALLIANT ENERGY	5,858.08
BIG COUNTRY SEEDS INC	GRASS SEED	828.00
BP AMOCO	VEHICLE FUEL	352.87
BUSINESS RADIO SALES	ANTENNA	425.00
CAJ ENTERPRISES INC	SAND-VOLLEYBALL COURTS	490.35

CALLAHAN MUNICIPAL CONSULT	CONSULTING SERVICE	12,319.30
CEDAR COUNTY RECORDER	RECORDING FEES	14.00
DEWEYS JACK & JILL	MAINT & PROGRAM SUPPLIES	47.11
FEHR GRAHAM	308 PV PARK IMP DESIGN	20,006.75
GADE, MIKE	SAFETY SHIRTS	89.01
GIERKE-ROBINSON COMPANY IN	GAS CANS	152.57
HANSEN, TRENT	COMPUTER SERVER	7,554.29
HILL, SHERRY	VIDEO RECORDING SERVICE	200.00
HY-VEE ACCOUNTS RECEIVABLE	FOOD FOR CONCESSION STAND	62.04
IOWA ONE CALL	LOCATION SERVICE	63.00
JETCO ELECTRIC INC.	SERVICE CALL-WELL 4	771.90
JOHN DEERE FINANCIAL	SUPPLIES	434.66
JOHNSON COUNTY EMERGENCY M	HAZ MAT TEAM 28E AGREEMENT	47.50
JOHNSON COUNTY REFUSE INC.	RECYCLING MAY 2017	3,800.00
KIRKWOOD COMM. COLLEGE	TRAINING-HOLLAND	165.00
KLUESNER CONSTRUCTION INC	CRACK SEALING OF CITY STREETS	13,331.76
LYNCH'S EXCAVATING INC	REPLACE WATER HYDRANT	2,329.05
LYNCH'S PLUMBING INC	HOLES FOR FLAG STATIONS	300.00
MATT PARROTT/STOREY KENWOR	LASER UTILITY BILLS	352.22
MENARDS	SUPPLIES	302.90
MERCY IOWA CITY PHYSICIAN	MERCY IOWA CITY PHYSICIAN & CL	21.00
OVERDRIVE INC	AUDIOBOOKS-EBOOKS	172.98
PARKSIDE SERVICE	TIRE REPAIR	23.25
PRESIDENTIAL BUILDERS, LLC	REPAIR BUILDING DAMAGE	942.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	965.00
QUILL CORP	OFFICE SUPPLIES	38.14
RACHEL MONA	MILEAGE REIMBURSEMENT	427.20
S & S FLATWORK LLC	SALT SHED FOUNDATION	15,922.80
STATE HYGIENIC LAB	LAB ANALYSIS	25.00
TIM READ	AUTHOR VISIT	250.00
U.S. POSTAL SERVICE	ANNUAL PO BOX RENT	48.00
US BANK CORPORATE CARD	VARIOUS SUPPLIES & TRAVEL EXP	1,374.29
VEENSTRA & KIMM INC.	318 COLLEGE ST & 2ND ST IMPROV	2,175.00
WEST BRANCH COMMUNITY SCHO	PICNIC TABLES	250.00
WEST BRANCH FORD	VEHICLE REPAIR	598.46

WEST BRANCH REPAIRS	WEST BRANCH REPAIRS	811.30
WEST BRANCH TIMES	WEST BRANCH TIMES 798.23	
TOTAL		96,317.76

PAID BETWEEN MEETINGS

ALLIANT ENERGY	UTILITY SERVICES	140.06
BARRON MOTOR SUPPLY	VEHICLE MAINTENANCE	749.41
BUSINESS RADIO SALES	PAGERS AND CASES	1,077.77
COSTCO WHOLESALE	OFFICE SUPPLIES, REC SUPPLIES	1,053.86
ECONO SIGNS LLC	SIGNS/SUPPLIES	1,470.40
GALAXY CLEANING SERVICES	JANITORIAL SERVICE	1,278.66
HDS WHITE CAP CONSTRUCTION	MEDICAL EQUIPMENT	737.12
HOLLYWOOD GRAPHICS	SHIRTS	124.90
J & M DISPLAYS	HHTD FIREWORKS	20,000.00
LENOCH & CILEK	SUMMER LEAGUE	84.50
LINN COUNTY R.E.C.	UTILITY SERVICES	138.00
MEDIACOM	CABLE SERVICE	40.90
MELISSA RUSSELL	RECREATION SUPPLIES	426.40
MISCELLANEOUS VENDOR	WATER DEPOSIT REFUND	40.23
MISCELLANEOUS VENDOR	WATER DEPOSIT REFUND	63.00
MISCELLANEOUS VENDOR	TRAVEL	412.12
NORTHWAY WELL AND PUMP CO	SERVICE CALL	150.00
PARKSIDE SERVICE	TIRES AND INSTALLATION	2,841.00
PITNEY BOWES GLOBAL FINANCE	POSTAGE MACHINE RENTAL	120.00
PITNEY BOWES INC	POSTAGE MACHINE RENTAL	180.00
PITNEY BOWES PURCHASE POWER	POSTAGE	1,003.50
REPUBLIC SERVICES	CONTRACT PAYMENTS	50.95
RICK E BRAMMER	PROGRAM	350.00
TREASURER STATE OF IOWA	SALES TAX	3,111.00
UPS	SHIPPING-SEWER	84.69
US BANK EQUIPMENT FINANCE	EQUIPMENT RENTAL	59.00
US BANK EQUIPMENT FINANCE	EQUIPMENT RENTAL	241.80
VAN METER INC	MAINTENANCE SUPPLIES	24.83
WALMART COMMUNITY/RFCSLLC	VARIOUS SUPPLIES	307.97
WEX BANK	MOTOR FUEL	1,681.10

TOTAL	38,043.17
PAYROLL 6-16-17	48,156.18
GRAND TOTAL EXPENDITURES	182,517.11

FUND TOTALS

001 GENERAL FUND	91,026.80
022 CIVIC CENTER	1,484.64
031 LIBRARY	7,848.16
110 ROAD USE TAX	25,864.78
112 TRUST AND AGENCY	11,158.26
308 PARK IMP - PEDERSEN VALLEY	20,006.75
318 COLLEGE ST & 2ND ST PROJECT	1,770.00
600 WATER FUND	14,322.12
610 SEWER FUND	9,035.60
GRAND TOTAL	182,517.11

Motion by Ellyson, second by Shields to approve agenda/consent agenda items A through D. AYES: Ellyson, Shields, Pierce, Miller. Absent: Stevenson. Motion carried.

COMMUNICATIONS/OPEN FORUM

Brenda Emick-Herring presented information on the Cedar County Freedom Rock Project and how the public could participate in the fund raising project. Emick-Herring said the Cedar County Freedom Rock will be painted by an Iowa artist and that it will be placed on the lawn of the Cedar County Courthouse in Tipton.

PUBLIC HEARING/NON-CONSENT AGENDA

Approve appointment of Nathaniel Turner to the West Branch Fire Department./Move to action.

Motion by Miller, second by Shields to approve appointment. AYES: Miller, Shields, Pierce, Ellyson. Absent: Stevenson. Motion carried.

Appointments/Reappointments./Move to action.

Jacqueline Gutwein - Library Board of Trustees, June 30, 2020

Motion by Shields, second by Ellyson to approve appointment. AYES: Shields, Ellyson, Miller, Pierce.
Absent: Stevenson. Motion carried.

Resolution 1600, approving a 28E agreement with the West Branch Community School District to employ a school resource officer./Move to action.

Chief Horihan said the program has been a great success and provides a positive experience for the kids.

Motion by Pierce, second by Miller to approve Resolution 1600. AYES: Pierce, Miller, Ellyson, Shields.
Absent: Stevenson. Motion carried.

Resolution 1633, authorizing the transfer of funds/.Move to action.

Edgar explained that the transfer would be from the TIF Debt Service Fund into the Debt Service Fund to interest on a Community State Bank loan.

Motion by Shields, second by Miller to approve Resolution 1633. AYES: Shields, Miller, Ellyson, Pierce.
Absent: Stevenson. Motion carried.

Resolution 1634, approving Croell Redi-Mix Site plan./Move to action.

Laughlin stated the Planning & Zoning Commission unanimously passed the site plan at the June 20, 2017 meeting. Schechinger said he had been working with Croell and said all issues had been addressed.

Motion by Pierce, second by Miller to approve Resolution 1634. AYES: Pierce, Miller, Shields, Ellyson.
Absent: Stevenson. Motion carried.

Public Hearing on proposal to enter into a General Obligation Corporate Purpose and Refunding Loan Agreement./Move to action.

Public hearing opened at 7:22 p.m. There were no public comments. Public hearing closed at 7:23 p.m.

Resolution 1635, taking additional action on proposal to enter into a General Obligation Corporate Purpose and Refunding Loan Agreement./Move to action.

Motion by Ellyson, second by Shields to approve Resolution 1635. AYES: Ellyson, Shields, Miller, Pierce.
Absent: Stevenson. Motion carried.

Resolution 1636, approving a workers compensation insurance proposal with IMWCA./Move to action.

Kyle Austen of Insurance Associates presented the renewal and explained that MOD has continued to decline and said the Safety Committee led by Jose Gongora was helping with that reduction.

Motion by Pierce, second by Shields to approve Resolution 1636. AYES: Pierce, Shields, Miller, Ellyson. Absent: Stevenson. Motion carried.

Resolution 1637, approving a liability insurance proposal with ICAP./Move to action.

Austen, Insurance Associates presented the renewal rates and reviewed the liability coverage. Mayor Laughlin questioned the low deductibles and asked if Austen could provide higher deductible options for the next renewal to see there would be any cost savings.

Motion by Pierce, second by Ellyson to approve Resolution 1637. AYES: Pierce, Ellyson, Miller, Shields. Absent: Stevenson. Motion carried.

Resolution 1638, approving an agreement with Big Ten Rentals in the amount of \$1,469.60 for Tent and table rentals as a part of the 2017 Hoover's Hometown Days Celebration./Move to action.

Motion by Pierce, second by Shields to approve Resolution 1638. AYES: Pierce, Shields, Miller, Ellyson. Absent: Stevenson. Motion carried.

Resolution 1639, setting the City of West Branch standard mileage reimbursement rate for city officials and employees./Move to action.

Motion by Ellyson, second by Pierce to approve Resolution 1639. AYES: Ellyson, Pierce, Shields, Miller. Absent: Stevenson. Motion carried.

Resolution 1640, approving Partial Pay Estimate No. 8 (final) in the amount of \$39,803.78 to Cornerstone Excavating, Inc. of Washington, IA and accepting the 4th Street Reconstruction Project as substantially completed./Move to action.

Dave Schechinger, City Engineer advised that the project was complete and that the retainage could be released. Miller asked Schechinger to check into an erosion issue that may be the result of a drainage issue at the culvert near Reagan Blvd. Schechinger said he would look into the issue and determine if the maintenance bond would cover it.

Motion by Miller, second by Pierce to approve Resolution 1640. AYES: Miller, Pierce, Shields, Ellyson. Absent: Stevenson. Motion carried.

Resolution 1641, approving Partial Pay Estimate No. 2 (final) in the amount of \$6,333.95 to All American Concrete, Inc. of West Liberty, IA and accepting the Main Street Sidewalk – Phase 4 Project as substantially completed./Move to action.

Schechinger advised the Council that the project was complete and said that with recent rains, it appears that the drainage issue has been corrected.

Motion by Shields, second by Pierce to approve Resolution 1641. AYES: Shields, Pierce, Miller, Ellyson. Absent: Stevenson. Motion carried.

CITY STAFF REPORTS

IT Director Nick Shimmin - Downtown Wireless

Shimmin described his findings for the city providing free WiFi for the downtown area. Shimmin said the initial costs for setting it up would be approximately \$3100.00 with a monthly fee of approximately \$75.00 per month. Council felt that the service would not be beneficial at this time and tabled the discussion.

IT Director Nick Shimmin - Email services

Shimmin described the city's current email system and said that it does not perform as well as other options available. Shimmin provided information on Google Suite and costs associated with switching services. Council said they would consider this at a future meeting.

Public Works Director Matt Goodale - Right-of-Way mowing

Goodale was unable to attend this meeting so this item was skipped and will be moved to the next agenda for discussion.

Finance Officer Gordon Edgar - Grounds-care/mowing funds distribution

Edgar explained that he and former city administrator Muckler discussed changing the distribution of some funds for mowing from Public Works to the Parks & Recreation department to better represent where funds were being used. Councilperson Pierce stated that staff did not have the authority to make that type of decision and requested that the funds be transfer back to the Park & Recreation budget.

City Engineer Dave Schechinger - West Branch Village Trail Project

Schechinger said he had been advised by the DNR that they had received the City's permit application and that it was in the que to be reviewed. Schechinger further explained that there had been turn-over with the French-Renneker, the engineer that was awarded the contract and that in part had stalled the project.

City Engineer Dave Schechinger - Casey's Street Line Painting

Schechinger said he had been in contact with the general contractor for the Casey's project and was trying to get the issue resolved.

City Administrator Redmond Jones – Future Agenda format changes

Jones described some changes he would be making to future agendas to provide more information on subjects needed for Council consideration.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Laughlin said he had a request from a property owner on North First Street regarding the removal brick pavers during the North 1st Street Reconstruction Project. Laughlin said the property owner was against the removal of them. Council discussed the concern and determined that the pavers would need to be removed for the project. Laughlin invited audience member Sandy Style, Shive Hattery to provide her comments on the future east-side redevelopment project.

Councilperson Miller stated his frustration with a couple of city projects and said he felt that staff should be held accountable for making sure that funded projects get completed in a timely manner.

ADJOURNMENT

Motion to adjourn regular meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:41 p.m.

Roger Laughlin, Mayor

ATTEST: _____

Leslie Brick, Deputy City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	(Consent Agenda) Document Destruction Form
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Deputy City Clerk Leslie Brick
DATE:	July 10, 2017

BACKGROUND:

Approve destruction of records with Document Destruction & Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities. Please see attached draft form entitled, "City of West Branch RECORDS DESTRUCTION FORM".

STAFF RECOMMENDATION:	Approval from the City Council on this topic
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REVIEWED BY CITY ADMINISTRATOR:	July 11 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision Into Reality is our Business"

**City of West Branch
RECORDS DESTRUCTION FORM**

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CAUTION: A state record may not be destroyed if any litigation, claim, negotiation, audit, open records request, administrative review, or other action involving the record is initiated before the expiration of the retention period. The record must be retained until completion of the action and the resolution of all issues that arise from it, or until the expiration of the retention period, whichever is later. Any record subject to federal audit must be retained until the expiration of the audit period or the period specified in the City of West Branch Records Retention manual, whichever is later.

Departmental Destruction	<input checked="" type="checkbox"/> I certify that these OFFICIAL RECORD COPIES are past the retention period specified by the Records Retention Schedule and that all audit and administrative requirements have been satisfied. <input checked="" type="checkbox"/> I certify that no HOLD has been placed on these OFFICIAL RECORDS due to any litigation, claim, negotiation, audit, or open records requests and all administrative requirements have been satisfied.
Date of Records Destruction: Department Name: Administration	
Destruction Method: Shredding _____ Discard _____ Outside Vendor <u> x </u>	
Destruction Witness: Deputy City Clerk Leslie Brick	

Description of Records The contents of each box should be listed separately	Inclusive Dates	Retention Period	Record Type
Accounts Payable – Claims	June 30, 2012 - FY12	5 years	Financial
Disbursement, Receipt & General Ledger Journals	June 30, 2007 - FY07	10 years	Financial
Claim Register Report	June 30, 2007 - FY07	10 years	Financial
Scheduled Claims Payable Report	June 30, 2007 - FY07	10 years	Financial
Bank Statements	June 30, 2012 - FY12	5 years	Financial
Utility Billing Stubs	June 30, 2012 - FY12	5 years	Administrative

INSTRUCTIONS FOR FILLING OUT THE RECORDS DESTRUCTION FORM

1. Fill in the department name and date.
2. Locate a description of your records in the Records Retention Schedule and record.
3. Enter the description of the records in the "Description of Records" column.
4. Fill in the "Inclusive Dates" of the records. Please include month and year.
5. Fill in the "Retention Period" listed for the records in the Records Retention Schedule.
6. Fill in the "Record Type" of the records (for example, P= Paper, E=Electronic, etc.).
7. The completed *original* Records Destruction form must be maintained as a permanent record at the City Office.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	(Consent Agenda) Special thanks to the Alliant Energy for the police grant. In addition, special thanks to Oasis electric to help us complete the project.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Mike Horihan, Police Department
DATE:	July 7, 2017

BACKGROUND:

The West Branch police department applied for a hometown grant through Alliant energy foundation. The grant was for mounting a new antenna to replace the older antenna that was not properly mounted. We mounted a new multi band VHF UHF antenna. It included new antenna, antenna bracket, mounting and antenna cable. The grant was for \$950. The multi-band antenna gives us the ability to communicate in a wider frequency range. The older antenna was remounted and gives us the ability to have a back-up antenna. Oasis electric along with their lift truck aided in mounting the new antenna. The communication has been greatly enhanced with greater range and clarity. Wish to thank Alliant Emergency foundation and Oasis Electric for making this project possible.

STAFF RECOMMENDATION:	Seek appreciation and thank you
REVIEWED BY CITY ADMINISTRATOR:	July 11 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	Approve Claims. / Move to Action
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Gordon Edgar, Finance Officer
DATE:	July 7, 2017

BACKGROUND:

These are routine expenditures that makeup items such as payroll, budget expenditures, and other financial items that are related to council approved day to day operational task.

STAFF RECOMMENDATION:	Approve Claims / Move to Action
REVIEWED BY CITY ADMINISTRATOR:	July 11 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

EXPENDITURES	7/17/2017	
AERO RENTAL INC	RECREATION SUPPLIES	70.10
ALLIANT ENERGY	UTILITIES-WATER TOWER	8,843.81
AMAZON	BOOKS & SUPPLIES	557.31
BAKER & TAYLOR INC.	BOOKS	543.00
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	401.02
BP AMOCO	VEHICLE FUEL	301.01
BUSINESS RADIO SALES	PAGERS	1,791.60
CATHERINE STEEN	LODGING	72.80
CEDAR COUNTY AUDITOR	CEDAR COUNTY AUDITOR	22,683.03
CEDAR COUNTY RECORDER	RECORDING FEES	45.00
CENTURION/VERSANT	SOFTWARE LICENSE RENEWAL	88.00
CHAUNCEY BUTLER POST 514	FLAGS	80.00
CJ COOPER & ASSOCIATES	PREEMPLOYMENT TEST	35.00
COSTCO WHOLESALE	VARIOUS SUPPLIES	578.30
DEMCO	SUPPLIES	54.95
DEWEYS JACK & JILL	VARIOUS SUPPLIES	98.63
EAST CENT INTERGOVT ASN.	MEMBER DUES 7-1-17 TO 12-31-17	743.04
ELECTRIC PUMP INC	SERVICE CALL	399.20
FEHR GRAHAM	308 PV PARK IMP DESIGN	12,207.25
GALAXY CLEANING SERVICES	GALAXY CLEANING SERVICES	1,351.17
GEOFFREY F AKINS	BUBBLE WONDERS PERFORMANCE	300.00
HD CLINE COMPANY	REPAIR PARTS	34.64
HEIMAN FIRE EQUIPMENT	REPAIR PARTS	261.85
HOTSY CLEANING SYSTEMS	REPAIR PARTS	152.96
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING	526.40
IOWA CITY/COUNTY MANAGEMENT	MEMBERSHIP DUES	120.00
JOHNSON COUNTY REFUSE INC.	GARBAGE STICKERS	625.00
LENOCH & CILEK	KEYS	33.83
LINN COUNTY R.E.C.	SIREN @ GREENVIEW	138.00
LYNCH'S PLUMBING INC	REPAIR PARTS	8.50
MENARDS	REPAIR PARTS	7.48
MISCELLANEOUS VENDOR	CAMIE KELLEY-REFUND	730.00
MUNICIPAL SUPPLY INC	WATER METER	1,369.20
NORTHWAY WELL AND PUMP COMP	NEW PIPE WELL #5	11,245.40
OLSON, KEVIN D	LEGAL FEES	1,500.00
OVERDRIVE INC	AUDIO BOOKS-EBOOKS	252.38
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER	500.00
PLUNKETT'S PEST CONTROL INC	PEST CONTROL-CITY OFFICE	95.18
PORT 'O' JONNY INC.	EQUIPMENT RENTAL	87.00
PSC DISTRIBUTION	REPAIR PARTS	38.06
PYRAMID SERVICES INC	REPAIR PARTS	177.04
QUILL CORP	SUPPLIES	174.71
RACHEL MONA	EMT TESTING/LICENSING	1,931.05
RACOM CORPORATION	MIC-NEW POLICE CAR	29.75
SANDRY FIRE SUPPLY LLC	VEHICLE WASH SOAP	624.00
STATE HYGIENIC LAB	LAB ANALYSIS	40.50
STOP STICK LTD	STOP STICK KIT	472.00
UPS	SEWER-SHIPPIING	20.86
US BANK EQUIPMENT FINANCE	COPIER LEASE	241.80
WALMART COMMUNITY/RFCS LLC	BOOKS, DVDS, VARIOUS SUPPLIES	263.43
WATCH GUARD VIDEO	CAMERA-NEW POLICE CAR	4,620.00
WEST BRANCH ANIMAL CLINIC	BOARDING-IMPOUNDED ANIMALS	550.00
WEST BRANCH FORD	KEYS	8.70
WEST BRANCH REPAIRS	REPAIR PARTS	176.98
WEST BRANCH TIMES	LEGAL NOTICES & ADVERTISING	538.60
WINDSTAR LINES INC	CHARTER 8-18-2017	756.00
TOTAL		79,595.52

PAID BETWEEN MEETINGS

BAKER & TAYLOR	BOOKS	931.86
LESLIE BRICK	MILEAGE	40.05
BROWN'S WEST BRANCH	POLICE VEHICLE	13,328.00
CEDAR COUNTY COOPERATIVE	EQUIPMENT FUEL	827.35
CEDAR COUNTY ENGINEER	ROAD ROCK	2,753.15
CEDAR RAPIDS PHOTO COPY	COPIER MAINTENANCE	104.45
CROELL, INC.	SALT SHED - MATERIAL	3,692.50
CULLIGAN WATER SERVICE	WATER SOFTENER SERVICE	39.15
DEMCO	PROGRAM SUPPLIES	54.50
APRIL DIRKS	SUMMER CONCERT	350.00
ETS CORPORATION	CREDIT CARD FEES	143.21
F&B COMMUNICATIONS INC	WEB HOSTING	29.95
HARRY'S CUSTOM TROPHIES	MEDALS	374.00
DANIEL HAUGHEY	SUMMER CONCERT	159.00
HAWKINS INC	CHEMICALS	666.85
IMWCA	WORK COMP DEPOSIT & 1ST INSTALLMENT	17,150.00
IOWA CITY PRESS CITIZEN	SUBSCRIPTION	214.69
IOWA LEAGUE OF CITIES	MEMBER DUES	1,447.00
JERMY LYNN LLC	SALT SHED - MATERIAL	3,570.00
KOCH BROTHERS INC	COPIER MAINTENANCE	274.97
LIBERTY COMMUNICATIONS	TELEPHONE SERVICE	1,352.91
LIBRARICA	SUBSCRIPTION	313.35
JOHN FULLER	REGISTRATION FEE	55.00
OFFICE EXPRESS	FILE CABINETS	630.00
OVERDRIVE INC	AUDIO BOOK & EBOOK	89.95
PORT 'O' JONNY INC	SERVICE	174.00
QUILL CORP	OFFICE SUPPLIES	50.62
THE FERALINGS	SUMMER CONCERT	500.00
THE GAZETTE	SUBSCRIPTION	317.20
TRUGREEN	LAWN CARE	381.00
TYLER TECHNOLOGIES	SOFTWARE SUBSCRIPTION	8,378.00
UPS	SHIPPING	41.29
US BANK EQUIPMENT FINANCE	COPIER RENTAL - LIBRARY	59.00
VEENSTRA & KIMM INC	PROFESSIONAL FEES	17,974.70
VERIZON WIRELESS	WIRELESS SERVICE	1,128.27
WEST BRANCH FORD	MAINTENANCE SERVICE	58.07
TOTAL		77,654.04
PAYROLL 7-14-17		43,202.56
GRAND TOTAL EXPENDITURES		200,452.12
FUND TOTALS		
001 GENERAL FUND		90,390.86
022 CIVIC CENTER		788.72
031 LIBRARY		10,886.38
036 TORT LIABILITY		15,842.89
110 ROAD USE TAX		13913.17
112 TRUST AND AGENCY		4637.78
308 PARK IMP - PEDERSEN VALLEY		15,007.25
310 COLLEGE STREET BRIDGE		9,286.00
313 MAIN ST SIDEWALK PHASE 4		891.46
314 N FIRST ST IMPROVEMENTS		1,000.00
316 I & I LINE/GROUT PH 2		818.55
318 ORANGE ST 4TH TO 5TH IMP		1,770.00
600 WATER FUND		25,847.50
610 SEWER FUND		9,371.56
GRAND TOTAL		200,452.12

DEPARTMENT FUND VENDOR NAME DESCRIPTION AMOUNT

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	CEDAR COUNTY AUDITOR	DISASTER SERVICE ASSESSMEN	4,175.62
		RACOM CORPORATION	MIC-NEW POLICE CAR	29.75
		CATHERINE STEEN	LODGING	72.80
		WATCH GUARD VIDEO	CAMERA-NEW POLICE CAR	4,620.00
		ALLIANT ENERGY	UTILITY SERVICE	155.52
		BARROW MOTOR SUPPLY	MAINTENANCE SUPPLIES	11.60
		GALAXY CLEANING SERVICES	JANITOR SERVICE	124.60
		WEST BRANCH FORD	KEYS	8.70
		STOP STICK LTD	STOP STICK KIT	472.00
			TOTAL:	9,670.59

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
FIRE OPERATION	GENERAL FUND	CEDAR COUNTY AUDITOR	DISASTER SERVICE ASSESSMEN	4,175.63
		BUSINESS RADIO SALES	PAGERS	1,791.60
		HEIMAN FIRE EQUIPMENT	REPAIR PARTS	261.85
		BP AMOCO	FUEL	63.87
		WEST BRANCH REPAIRS	REPAIR PARTS	176.98
		ALLIANT ENERGY	UTILITY SERVICE	466.55
		SANDRY FIRE SUPPLY LLC	VEHICLE WASH SOAP	624.00
		RACHEL MONA	EMT TESTING/LICENSESING	1,931.05
		HOTSY CLEANING SYSTEMS	REPAIR PARTS	87.96
			TOTAL:	9,579.49

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ANIMAL CONTROL	GENERAL FUND	WEST BRANCH ANIMAL CLINIC	BOARDING-IMPOUNDED ANIMALS	550.00
			TOTAL:	550.00
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	SIREN & GREENVIEW	138.00
		ALLIANT ENERGY	UTILITY SERVICE	2,074.01
			UTILITY SERVICE	146.08
			TOTAL:	2,358.09

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
PARK & RECREATION	GENERAL FUND	DEWEYS JACK & JILL	VARIOUS SUPPLIES	19.37
		AERO RENTAL INC	VARIOUS SUPPLIES	60.32
		COSTCO WHOLESALS	RECREATION SUPPLIES	70.10
		ALLIANT ENERGY	VARIOUS SUPPLIES	235.88
			VARIOUS SUPPLIES	90.19
			LIGHTS-LIGNS FIELD	25.32
			LIGHTS-219 B GREEN	12.07
			DRILITY SERVICE	68.71
			MAINTENANCE SUPPLIES	11.26
		BARROW MOTOR SUPPLY	CHARTER 8-18-2017	756.00
		WINDSTAR LINES INC	ACTIVITY REFUND:CAMIE KELL	50.00
		MISCELLANEOUS V CAMIE KELLEY	ANGIE LDCASSEN:REFUND	145.00
		ANGIE LDCASSEN	CAMIE J KELLEY:REFUND	145.00
		CAMIE J KELLEY	R CLAUDE KOTAR:REFUND	340.00
		R CLAUDE KOTAR	TOTAL:	2,029.22

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CEMETERY	GENERAL FUND	BP AMOCO	FUEL	126.26
		HD CLINE COMPANY	REPAIR PARTS	34.64
		PYRAMID SERVICES INC.	REPAIR PARTS	177.04
		PORT 'O' JONNY INC.	EQUIPMENT RENTAL	87.00
		MENARDS	REPAIR PARTS	7.48
		BARROW MOTOR SUPPLY	MAINTENANCE SUPPLIES	378.16
		CHANCEY BUTLER POST 514	FLAGS	40.00
			FLAGS	40.00
			TOTAL:	890.58

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
COMM & CULTURAL DEVEL	GENERAL FUND	WEST BRANCH TIMES	LEGAL NOTICES & ADVERTISIN	150.00
		ALLIANT ENERGY	HTMD UTILITIES	18.65
			TOTAL:	168.65
CLERK & TREASURER	GENERAL FUND	EAST CENT INTERGOVT ASN.	MEMBR DUES 1-1-17 TO 12-3	743.04
		QUILL CORP	OFFICE SUPPLIES	72.41
		PLUNKETT'S PEST CONTROL INC	PEST CONTROL-CITY OFFICE	47.59
		PITNEY BOWES PURCHASE POWER	REPLINISH POSTAGE	166.00
		ALLIANT ENERGY	UTILITY SERVICE	160.72
		TOWA CITY/COUNTY MANAGEMENT ASSOC.	MEMBERSHIP DUES	120.00
		CJ COOPER & ASSOCIATES	PREEMPLOYMENT TEST	35.00
		GALAXY CLEANING SERVICES	JANITOR SERVICE	313.50
		US BANK EQUIPMENT FINANCE	COPIER LEASE	241.80
			TOTAL:	1,900.06
LEGAL SERVICES	GENERAL FUND	WEST BRANCH TIMES	LEGAL NOTICES & ADVERTISIN	388.60
		CEDAR COUNTY RECORDER	RECORDING FEES	45.00
		OLSON, KEVIN D	LEGAL FEES	1,500.00
			TOTAL:	1,933.60
SOLID WASTE	GENERAL FUND	CEDAR COUNTY AUDITOR	SOLID WASTE ASSESSMENT	14,331.78
		JOHNSON COUNTY REFUSE INC.	GARBAGE STICKERS	625.00
			TOTAL:	14,956.78
LOCAL CABLE ACCESS	GENERAL FUND	ALLIANT ENERGY	UTILITY SERVICE	99.99
			TOTAL:	99.99
NON-DEPARTMENTAL	GENERAL FUND	MISCELLANEOUS V PIPELINERS BAR	REFUND:PIPELINERS BAR	50.00
			TOTAL:	50.00
TOWN HALL	CIVIC CENTER	PLUNKETT'S PEST CONTROL INC	PEST CONTROL-TOWN HALL	47.59
		ALLIANT ENERGY	UTILITY SERVICE	327.99
		GALAXY CLEANING SERVICES	JANITOR SERVICE	370.05
			TOTAL:	745.63
LIBRARY	LIBRARY	DREWEYS JACK & JILL	VARIOUS SUPPLIES	18.94
		OVERDRIVE INC	AUDIO BOOKS-BOOKS	252.38
		WALMART COMMUNITY/RECYCLC	BOOKS, DVDS, VARIOUS SUPPL	192.52
			BOOKS, DVDS, VARIOUS SUPPL	7.79
			BOOKS, DVDS, VARIOUS SUPPL	63.12
			SUPPLIES	54.95
		DEMCO	SOFTWARE LICENSE RENEWAL	88.00
		CENTURION/VERSANT	VARIOUS SUPPLIES	252.23
		COSCO WHOLESALE	SUPPLIES	14.39
		QUILL CORP	SUPPLIES	28.34
			OFFICE SUPPLIES	29.58
			OFFICE SUPPLIES	29.99
		BAKER & TAYLOR INC.	BOOKS	204.40
			BOOKS	338.60
			UTILITY SERVICE	593.67
		ALLIANT ENERGY	JANITOR SERVICE	543.02
		GALAXY CLEANING SERVICES	BUBBLE WONDERS PERFORMANCE	300.00
		GEOFFREY F AKINS	BOOKS & SUPPLIES	455.91
		AMAZON	BOOKS & SUPPLIES	75.42
			BOOKS & SUPPLIES	29.98
			TOTAL:	3,569.23

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
ROADS & STREETS	ROAD USE TAX	LENCH & CLERK	KEYS	33.83
		LYNCH'S PLODGING INC	REPAIR PARTS	8.50
		BP AMOCO	FUEL	36.96
		ALLIANT ENERGY	UTILITY SERVICE	26.24
		HOTSY CLEANING SYSTEMS	CLEANING SUPPLIES	65.00
			TOTAL:	170.53
INVALID DEPARTMENT	PARK IMP - PEDERSE FERR GRADAM		308 PV PARK IMP DESIGN	12,207.25
			TOTAL:	12,207.25
WATER OPERATING	WATER FUND	MUNICIPAL SUPPLY INC.	WATER METER	1,369.20
		STARB HYGIENIC LAB	LAB ANALYSIS	40.50
		BP AMOCO	FUEL	36.96
		TOWA ASSN. MON. UTILITIES	SAFETY TRAINING	526.40
		PEC DISTRIBUTION	REPAIR PARTS	38.06
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	167.00
		ALLIANT ENERGY	UTILITIES-WATER TOWER	101.47
		NORTHWAY WELL AND PUMP COMPANY	UTILITY SERVICE	3,214.47
			NEW PIPR WELL #5	11,245.40
			TOTAL:	16,739.46
SEWER OPERATING	SEWER FUND	BP AMOCO	FUEL	36.96
		UPS	SEWER-SHIPPING	20.86
		PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	167.00
		ALLIANT ENERGY	UTILITY SERVICE	1,352.35
		ELECTRIC POWER INC	SERVICE CALL	399.20
			TOTAL:	1,976.37
===== FUND TOTALS =====				
001 GENERAL FUND				44,187.05
022 CIVIC CENTER				745.63
031 LIBRARY				3,569.23
110 ROAD USE TAX				170.53
308 PARK IMP - PEDERSEN VALLER				12,207.25
600 WATER FUND				16,739.46
610 SEWER FUND				1,976.37
		GRAND TOTAL:		79,595.52



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	Approve Reserve Police Officer Zachary Murdock. / Move to Action
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Mike Horihan, Police Department
DATE:	July 7, 2017

BACKGROUND:

The practice of using reserve officers is a useful and valuable strategy aimed to help out police departments with limited resources. We recognize that it is not a replacement for full time positions, it's beneficial in allowing both the reserve officer and the police department to gauge the organizational fit of a potential hire should the opportunity presents itself in future budgets or employment recruitments. In addition to being a pool from which we can recruit full-time officers. Reserve Officer can readily be available to help our full-time officers. Therefore adding to the safety of our existing police force.

The West Branch Police Department would like the West Branch Mayor and City Council to appoint Zachary Murdock as a West Branch police reserve. He has completed all of his police classes that will go towards his police science degree from Hawkeye Tech. He is almost complete with his two year police science degree.

STAFF RECOMMENDATION:	Seek appreciation and thank you
REVIEWED BY CITY ADMINISTRATOR:	July 11 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	Mayor Roger Laughlin – Oath of Office, Police Officer Zachary Murdock.
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Mike Horihan, Police Department
DATE:	July 7, 2017

BACKGROUND:

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STAFF RECOMMENDATION:	Seek appreciation and thank you
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REVIEWED BY CITY ADMINISTRATOR:	July 11 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	Consideration to overturn previous City Council direction relating to a refusal of liability for waterline damage on private property.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Redmond Jones – City Administrator’s Office
DATE:	June 30, 2017

BACKGROUND:

On June 5, 2017 the City Council considered Mr. Peden’s request for payment on an invoice that was submitted to the City of West Branch for repairs to a shut off valve at your property at 348 Cookson Drive. At that time, it was determined that according to Chapter 90 of the West Branch Code of Ordinances, the property owner is deemed responsible for maintenance and repairs associated with curb and interior valves for their property.

After receiving City Council’s decision in written notice, Mr. Peden expressed his desire to request a reconsideration. He cites reasons of not being present to argue his point at the meeting the initial decision was made. And he argues the city is ultimately responsible due to flowing debris from city work up line.

STAFF RECOMMENDATION:	Seeking Council Direction
REVIEWED BY CITY ADMINISTRATOR:	June 30
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	





June 26, 2017

Dave's Welding & Repair
35 Greenview Drive
West Branch, IA 52358

RE: Invoice 32625

Dear Mr. Peden,

On June 5, 2017 the City Council considered your request for payment on the above referenced invoice that you submitted to the City of West Branch for repairs to a shut off valve at your property at 348 Cookson Drive, West Branch Iowa.

It was determined that according to Chapter 90 of the West Branch Code of Ordinances (90.12) and (90.15), the property owner has responsibilities for maintenance and repairs associated with curb valves and interior valves for their property. Enclosed is a copy of the section of the Code for your reference.

Your request for a refund when someone entered your property and turned your water on while you were not present was also considered and deemed not the responsibility of the City to rectify. All water that is measured by the meter is billed to the property owner.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Leslie Brick".

Leslie Brick
Deputy City Clerk

Enclosures



Dave's Welding & Repair

Shop: 348 Cookson ST
MAIL TO: 35 Greenview DR.
West Branch Ia
52358

Invoice

Number: 32625

Date: May 23, 2017

Bill To:

City of West Branch
304 E. Main St
West Branch, Ia 52358

Ship To:

vin. sh325983 90 4900 4x2

PO Number -project	ref	truck-trailer-miles	problem	service ref
water dept			damage to water valv	Dave

Date	Description	ntity/Hours	rice/Rate	Tax	Amount
23 May 17	shut off valve	1.00	75.00		75.00
	labor	4.00	75.00	✓	300.00

This is a bill for the damage caused to our water shut off valve and installing and cleaning up the mess caused by the foreign parts coming in from the city water supply we are also asking to have our water looked at and refunded the difference for our water bill that was aquired when our water was turned off while we were gone at 348 cookson . Colton Miller has seen the old parts , the mayor told me he

Sub-Total					\$375.00
State Tax 0.00% on 300.00					0.00
Total					\$375.00

0 -30 days	31 -60 days	61 - 90 days	> 90 days	Total
\$375.00	\$0.00	\$0.00	\$0.00	\$375.00

Superintendent. Pipe must be laid sufficiently waving, and to such depth, as to prevent rupture from settlement or freezing.

90.12 RESPONSIBILITY FOR WATER SERVICE PIPE. All costs and expenses incident to the installation, connection and maintenance of the water service pipe from the main to the building served, including curb valves, corporation stops and interior valves, shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation or maintenance of said water service pipe.

(Ord. 530 – Sep. 00 Supp.)

90.13 FAILURE TO MAINTAIN. If it is determined by the Superintendent that the interior valve or curb valve is inoperable, broken or non-existing, the property owner shall be notified in writing and shall be given 10 days to make the repairs. If said repairs are not made, the City will make the repairs or hire a contractor to make the repairs and the cost will be billed to the property owner. Any leak or fracture of the service pipe shall be promptly repaired by the owner and if not so repaired by the owner within 24 hours after written notification by the City to repair the same, the City may shut off the water if the break occurs between the curb valve and the meter until the repairs have been made, or if the break occurs in the service pipe between the curb valve and the water main and the owner fails or refuses to repair, the City may institute repairs and charge the cost of such repairs to the owner to be paid by the owner before the water service to the owner's premises shall be resumed. The City shall in no event be liable for interruption of water service into any service pipe unless damage to said service pipe was occasioned by the City, its employees or persons or connections employed by the City. The City reserves the right to cut off the supply of water for purposes of making repairs to water mains to make connections for extensions, or for any other purpose that may be deemed necessary.

(Ord. 574 – Sep. 04 Supp.)

90.14 CURB VALVE. There shall be installed within the public right-of-way a main shut-off valve on the water service pipe of a pattern approved by the Superintendent. The shut-off valve shall be constructed to be visible and even with the pavement or ground.

90.15 INTERIOR VALVE. There shall be installed a shut-off valve on every service pipe inside the building as close to the entrance of the pipe within the building as possible and so located that the water can be shut off conveniently. Where one service pipe supplies more than one customer within the building, there shall be separate valves for each such customer so that service may be shut off for one without interfering with service to the others.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	A Resolution 1642 setting the salary for an employee for the fiscal year 2017-2018. / Move to Action
CITY GOAL:	Establish a sound and sustainable government supported by professionalism, progressive thinking and modernizing the organization.
PREPARED BY:	Redmond Jones – City Administrator’s Office
DATE:	July 11, 2017

BACKGROUND:

There was a typo in resolution 1625 entitled “A RESOLUTION SETTING SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF WEST BRANCH, IOWA FOR THE FISCAL YEAR 2017-2018”. Although the appropriate budgeted amount \$23.41 is reflected in the Approved Budget, it was realized that the Salary Schedule presented in resolution 1625 was not reflected correctly. This resolution 1642 corrects the hourly/wage of the Lead Water Operator, and reflects the actual budgeted amount of \$23.41/hr.

STAFF RECOMMENDATION:	Staff Recommends Approval of this Resolution
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REVIEWED BY CITY ADMINISTRATOR:	June 23 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

RESOLUTION 1642

A RESOLUTION SETTING THE SALARY FOR AN EMPLOYEE FOR THE FISCAL YEAR 2017-2018.

WHEREAS, Tim Moss currently serves as the Lead Water Operator for the City of West Branch and the City Council would like to set the salary for this position for fiscal year 2017-2018.

BE IT RESOLVED by the Council of the City of West Branch, Iowa:

Section 1. The following person and position named shall be paid the hourly wage indicated and the City Clerk is authorized to issue warrants/checks, less legally required or authorized deductions for the amounts set out below, and make such contributions to IPERS and Social Security or other purposes as required by law or authorization of the Council:

Position	Name	Hourly/Wage	Basic Hours
Lead Water Operator	Tim Moss	\$23.41/hr	40

SECTION 2. The above named employee is subject to the City of West Branch Personnel Policies and Procedures applicable to their department.

SECTION 3. This resolution will be effective upon final passage of the City Council.

Passed and Approved this 26th day of June, 2017.

Roger Laughlin, Mayor

ATTEST:

Redmond Jones II, City Administrator/Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	Consideration to approve a Class C Liquor License (Commercial) with outdoor service during Hoover’s Hometown Days for the establishment known as “The Downunder”. / Move to Action
CITY GOAL:	Promote quality of life including public safety, community pride events, strong citizen involvement, parks and recreation opportunities and investment.
PREPARED BY:	Deputy City Clerk Leslie Brick
DATE:	July 10, 2017

BACKGROUND:

Approve Class C Liquor License (LC) (Commercial) with Outdoor Service for “The DownUnder” on August 5, 2017 for Hoover’s Hometown Days. Hours of outdoor service will be 11:00 a.m. to 10:00 p.m. Tables and chairs will be placed on the sidewalk on the east side of the Hoover House. Fencing will surround the 8 foot by 24 foot fenced in area. Staff have reached out to Pete Swisher of the National Park Service (neighboring property representative), who shared observations from last event’s after action briefing, which included concerns over fencing, litter control, and crowd control. These issues have been discussed and considered.

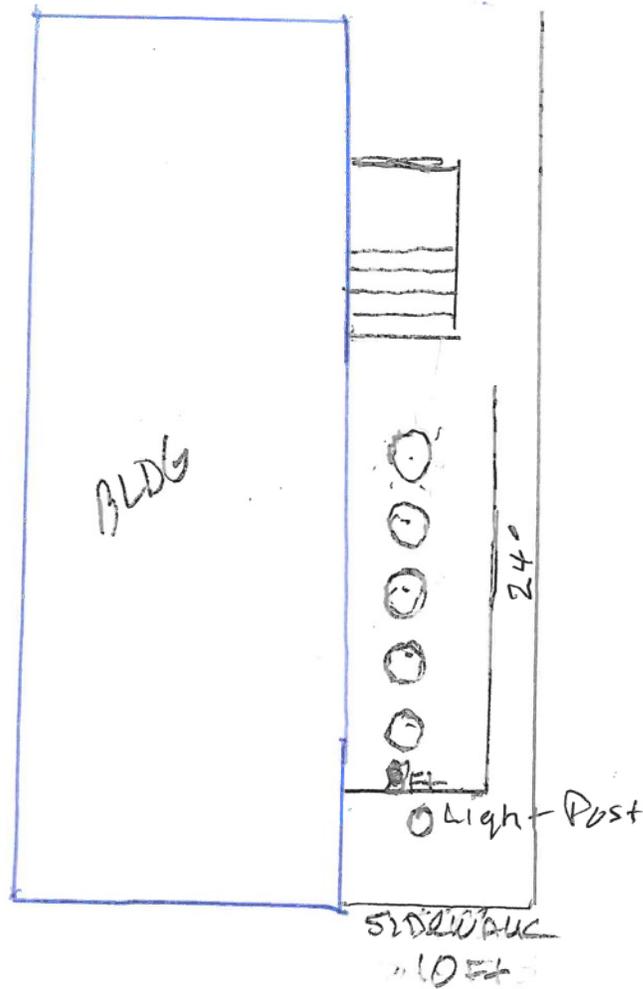
Staff has considered the merits of this request and have struck a recommended approval that reflects conditional hours of 10:00 am to 8:00 pm.

STAFF RECOMMENDATION:	Conditional Approval based on Staff Recommend hours of operation
REVIEWED BY CITY ADMINISTRATOR:	July 11 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

“Turning Vision Into Reality is our Business”

Downriver Heaver Days
Outdoor Seating Request
102 W Main St

W N
S E



5 4' TABLES
SEATS 6 EA.



227 Kirkwood Ave • Iowa City, IA 52240

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- Excavator Bucket & Breaker
- Excavators & Backhoes
- Fans & Dehumidifiers
- Flooring Equipment
- Forklift Attachments
- Forklifts
- Generators & Light Towers
- Hand Tools
- Heating and Cooling
- Ladders
- Lawn & Garden Equipment
- Lift (Boom)
- Lift (Push Around)
- Lift (Scissor)
- Lift (Trailer Mounted)
- Lift (Vertical Mast)
- Locating Equipment
- Log Splitters
- Material Handling
- Miscellaneous Item
- Nailers & Staplers
- Plumbing Equipment & Water Pumps
- Post Hole Augers
- Pressure Washers
- Saws
- Scaffolding

Barricades & Road Signs::

Crowd Control Fencing (8ft Frame)

Daily: \$12.00

4 Sections

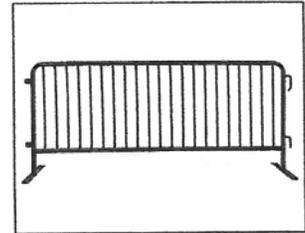


Image for reference only
Actual item may look different
Click on image for larger view

* Prices are subject to change. Tax and other fees not shown in above price estimate.

* Please call us for any questions on our crowd control fencing 8ft frame rentals.

We serve Iowa City, Cedar Rapids, Coralville, North Liberty, Tiffin, Solon, Mt. Vernon, Hills, Riverside, Kalona, Washington, West Branch, West Liberty, Tipton, Muscatine, Oxford, Amana, Williamsburg, and all other surrounding communities.



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE:	July 17, 2017
AGENDA ITEM:	Discussion regarding Fireworks Sales and Fireworks Use Policy.
CITY GOAL:	Develop, maintain and rebuild safe, clean, diverse, healthy, neighborhoods, including partnering with the school district.
PREPARED BY:	Staff Member: Chief Mike Horihan
DATE:	July 11, 2017

BACKGROUND: The state of Iowa has changed its laws on the sales and use of fireworks. The city should review its fireworks ordinance and make any necessary changes. Fireworks complaints and their use were numerous during the 4 of July holiday. People were concerned that they couldn't sleep because of the noise. Parents called because noise upset their children. Dog owners called because their pets were upset and scared. We do have combat veterans that live in West Branch. Do fireworks pose a potential risk for causing fires? Should West Branch prohibit use of fireworks, or put on restrictions that would control its use.

STAFF RECOMMENDATION:	Seek Direction from the City Council on this topic
REVIEWED BY CITY ADMINISTRATOR:	July 13 approved item to be forwarded.
COUNCIL ACTION:	
MOTION BY:	
SECOND BY:	

"Turning Vision Into Reality is our Business"