

(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 16, 2016
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: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Gordon Edgar, Police Chief Mike Horihan, Park & Recreation Director Melissa Russell and Public Works Director Matt Goodale.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the February 2, 2016 City Council Meeting.

Approve minutes from the February 2, 2016 City Council Work Session.

Approve claims.

2/16/2016 Council Claims

AERO RENTAL INC	EQUIPMENT RENTAL	825.00
ALLIANT ENERGY	SERVICES	11,031.37
AMAZON	SUPPLIES	316.28
BAKER & TAYLOR INC.	BOOKS	748.88
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	84.64
BIG COUNTRY SEEDS INC	SNOW MELT	453.25
CEDAR COUNTY RECORDER	RECORDING	7.00
CEDAR RAPIDS PHOTO COPY IN	SERVICES	63.49
CHIEF SUPPLY CORPORATION	UNIFORMS	499.33
COSTCO WHOLESALE	SUPPLIES	48.97
D&R PEST CONTROL	SERVICES	70.00
DEMCO	SUPPLIES	95.95
DEWEYS JACK & JILL	SUPPLIES	55.67
DORSEY & WHITNEY LLP	LEGAL SERVICE	750.00
EBSCO INDUSTRIES, INC	MAGAZINE SUBSCRIPTIONS	698.68
ELECTRIC MOTORS OF IOWA CI	MAINTENANCE SUPPLIES	167.43
EMERGENCY SERVICES MARKETI	SERVICES	29.85
FUTURE LINE TRUCK EQUIPMEN	SNOW PLOW, DUMP BOX,	25,109.53
GOERDT, TERENCE J	SERVICES	350.00
HAWKINS INC	CHEMICALS	1,364.27
HOSPERS & BROTHER PRINTERS	OFFICE SUPPLIES	132.90
IOWA ASSN. MUN. UTILITIES	DUES	597.47
IOWA RURAL WATER ASSOC.	DUES	275.00
IOWA STATE UNIVERSITY, TRE	BOOKS	75.50
JOHNSON COUNTY MUTUAL AID	DUES	95.00
KUNDE OUTDOOR EQUIPMENT	SUPPLIES	371.96
KUSICK, MIKE	MILEAGE	15.00
LIBERTY COMMUNICATIONS	SERVICES	1,218.46
LINN COUNTY R.E.C.	SERVICES	138.00
LYNCH'S EXCAVATING INC	SERVICES	13,016.60
MENARDS	SUPPLIES	491.39
MIDWEST JANITORIAL SERVICE	SERVICES	843.42
MIDWEST WIRELESS LLC	CAMERAS	465.00
NORTH EAST IOWA REGIONAL L	DUES	20.00
OASIS ELECTRIC LLC	SERVICES	191.28
OVERDRIVE INC	BOOKS	586.18
PEDEN, SHANELLE M	SERVICES	75.00
QC ANALYTICAL SERVICES LLC	TESTING	730.00
QUALITY ENGRAVED SIGNS	SIGNS	114.87
QUILL CORP	SUPPLIES	329.82
RICKERTSEN, LISA	CONSULTING SERVICES	450.00
SHIMMIN, NICK	SUPPLIES	21.36
STATE HYGIENIC LAB	TESTING	190.00
SUPPLYWORKS	MAINTENANCE SUPPLIES	95.08
TREAT AMERICA	MEALS	1,288.70
UNIFORM DEN INC.	UNIFORMS	553.01

US BANK EQUIPMENT FINANCE	COPIER LEASE	300.80	
USA BLUE BOOK	SUPPLIES	173.61	
VERIZON WIRELESS	SERVICES	785.62	
WALMART COMMUNITY/GEMB	SUPPLIES	296.98	
WEST BRANCH FIREFIGHTERS	TRAINING	280.00	
WESTRUM LEAK DETECTION INC	SERVICES	500.00	
WEX BANK	FUEL	<u>775.68</u>	
TOTALS			68,263.28
PAYROLL 2/12/2016 36,471.18			
PAID BETWEEN MEETINGS			
KINGDOM GRAPHICS	SERVICES	648.00	
UPS	SERVICES	<u>230.35</u>	
TOTAL			<u>878.35</u>
GRAND TOTAL EXPENDITURES			105,612.81
FUND TOTALS			
001 GENERAL FUND		38,623.08	
022 CIVIC CENTER		5003.91	
031 LIBRARY		4,754.51	
110 ROAD USE TAX		2,397.75	
112 TRUST AND AGENCY		4,597.65	
600 WATER FUND		24,880.49	
610 SEWER FUND		25,355.42	
GRAND TOTAL			105,612.81

Approve destruction of records with Document Destruction and Recycling Services listed on Records Destruction Form per the Record Retention Manual for Iowa Cities.

Approve Class C Native Wine License with Outdoor Service and Sunday Sales Permit for Elmira Winery, Inc. DBA Brick Arch Winery.

Motion by Pierce, second by Shields to approve agenda/consent agenda. AYES: Pierce, Shields, Ellyson, Stevenson, Miller. Motion carried.

COMMUNICATIONS/OPEN FORUM - No comments.

PUBLIC HEARING/NON-CONSENT AGENDA

Mark Nolte, President of Iowa City Area Development Group (ICAD) Annual Update.

Nolte reported that his group is presently marketing land near the Acciona facility and also marketing warehouse space that is available in West Branch. He commented that West Branch is in area with the lowest unemployment rate in the nation. This has led to the group meeting with high school students, making them aware of employment opportunities in the area that do not require a college degree. He commented that the limited available work force makes it difficult to recruit companies to relocate to this area.

Robyn Hunter – Memorial Garden Project Update.

Hunter gave a brief history of the project and reported that a fund raising committee has been formed and is working on that effort. Vendors for each part of the project have been contacted. They would like to have vendors from the West Branch area bid on the project to make it a West Branch community project. She also reported that she has applied for one grant is working on a second application. The immediate goal is to secure funding to pay for the installation of the concrete by Memorial Day.

Resolution 1418, approving a joint funding agreement with U.S. Geological Survey for a flood inundation model./Move to action.

Motion by Stevenson, second by Miller, to approve Resolution 1418. After a call for questions or discussion, Superintendent Pete Swisher of the National Park Service reported that signed documentation is not in place yet for the NPS and he would like the Resolution to be approved pending approval by the National Park Service. After discussion, Stevenson then made a motion to amend the original motion to state that approval is pending contract completion by the National Park Service. Pierce seconded. Voting on the amendment: AYES: Stevenson, Pierce, Miller, Ellyson, Shields. Motion carried. Voting on the resolution as amended: AYES: Stevenson, Pierce, Miller, Ellyson, Shields. Motion carried.

Resolution 1427 adopting the final proposed fiscal year 2016-2017 annual budget and ordering a notice of hearing for March 7, 2016./Move to action.

Motion by Pierce, second by Shields, to approve Resolution 1427. AYES: Pierce, Shields, Ellyson, Stevenson, Miller. Motion carried.

Resolution 1428, setting the date for a public hearing on proposal to enter into a General Obligation Loan Agreement./Move to action.

Motion by Ellyson, second by Stevenson, to approve Resolution 1428. AYES: Ellyson, Stevenson, Pierce, Shields, Miller. Motion carried.

Resolution 1429, approving two agreements with Rat Pack Events for the 2016 Hoover's Hometown Days Celebration./Move to action.

Motion by Ellyson, second by Stevenson, to approve Resolution 1428. AYES: Ellyson, Stevenson, Pierce, Shields, Miller. Motion carried.

Accept the resignation of Cory Nalan from the Park and Recreation Commission./Move to action.

Motion by Ellyson, second by Stevenson, to accept the resignation. AYES: Ellyson, Stevenson, Pierce, Shields, Miller. Motion carried.

CITY STAFF REPORTS

Zoning Administrator Paul Stagg – Slach Commercial Subdivision

Zoning Administrator Paul Stagg was out of the office and did attend this meeting.

Public Works Director Matt Goodale – Annual Stormwater Utility Update

Director Goodale reported that since the fund was initiated about a year and a half ago that several catch basin repairs and replacements had been made. Two projects had been completed with the largest on North Downey Street where the road bed had been affected by a water problem. The fund will also finance the stream survey work to be done by the U.S. Geological Survey Department. Councilperson Stevenson asked if there were any cost share requests in addition to the B-P project. Goodale thought that was the only request.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Laughlin

Mayor Laughlin reported he had attended a CCEDCO meeting and questioned what we are receiving from that organization. He thinks we should stay with them for a while and see what happens. He reported the CCEDCO Board is going to establish some goals to provide a basis for evaluation. He also reported that the Stream Team will meet on Thursday at 11:00 A.M. Mayor Laughlin also reported that the Grow Committee of Main Stream West Branch is working on a plan to rebrand West Branch.

Councilperson Shields

Councilperson Shields reported he and the mayor had attended the Main Street West Branch fund raising function this past Saturday night and thought the attendees all had a good time and the event was successful.

Mayor Pro Tem Miller

Mayor Pro Tem Miller attended the 4th Street Project rollout for residents who will be impacted by the project. It is estimated that they may be affected for up to four months

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 7:54 P.M.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk