

(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

**July 17, 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, Mary Beth Stevenson and Jordan Ellyson were present. Absent: Brian Pierce. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Gordon Edgar, Library Director Nick Shimmin, Police Chief Mike Horihan, Public Works Director Matt Goodale and Park & Recreation Director Melissa Russell.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS.

Police Chief Mike Horihan reported that Alliant Energy had provided a \$950 grant to the Police Department for the purchase of a new antenna. Mike presented a thank you award to Emily Upah of Alliant Energy and thanked Alliant Energy for their support. He also thanked Oasis Electric for their help installing the antenna.

Nick Shimmin spoke about the new web site but was unable to bring the site up onto the screen due to a hardware failure. The new site will be mobile application friendly, have some Google features, and in depth search features. The “Go Live” date is July 31.

COMMUNICATIONS/OPEN FORUM.

Kassie, with Liberty Communications, spoke about the “Smart Rural Community” designation recently received by West Branch. It was sponsored by the trade organization of which Liberty Communications is a member.

Chief Horihan spoke about the traffic accident on the interstate Friday evening. The accident occurred around 4:30 p.m. and caused traffic to detour through West Branch from both east and west directions until almost 8:00 p.m.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the June 26, 2017 regular City Council Meeting.

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

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.

Approve claims.

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	5.18
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

Motion by Miller, second by Stevenson to approve agenda/consent agenda items 1 through 4. AYES: Miller, Stevenson, Shields, Ellyson, Shields. Absent: Pierce. Motion carried.

PUBLIC HEARING/NON-CONSENT AGENDA

Motion to Approve Reserve Police Officer Zachary Murdock. / Move to Action

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

Mayor Roger Laughlin – Oath of Office, Police Officer Zachary Murdock.

Mayor Roger Laughlin administered the Oath of Office to Reserve Police Officer Zachary Murdock.

Consideration to overturn previous City Council direction relating to a refusal of liability for waterline damage on private property (anticipated presentation from Dave Peden).

Mr. Peden explained that he thought a contractor had left a piece of knockout material in the pipe and had failed to flush the system after working on the water line. This resulted in damage to his valve, causing it to leak. He said that a similar situation had occurred previously and the City Council at that time approved compensation for the repair cost.

No action was taken by the Council.

A resolution 1642 setting the salary for an employee for the fiscal year 2017-2018. / Move to Action.

Motion by Miller, second by Shields to approve Resolution 1642. YES: Miller, Stevenson, Shields, Ellyson. Absent: Pierce. Motion carried.

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 Administrator Redmond Jones II reported that staff recommended 10:00 a.m. to 8:00 p.m. Mike Jones, owner of The Downunder, responded that he would like to sell until 8:00 p.m. outside, and then have his patrons use the outside venue until 10:00 p.m. Motion was made to approve the license with the hours of operation to be from 11:00 a.m. to 10:00 p.m., with outside sales ending at 8:00 p.m. but consumption allowed outside until 10:00 p.m. Motion by Shields, second by Stevenson to approve request as modified. AYES: Shields, Stevenson, Miller, Ellyson,. Absent: Pierce. Motion carried.

Discussion regarding Fireworks Sales and Fireworks Use Policy.

Fire Chief Stoolman felt that fireworks were a safety issue and that eventually there would be an injury or fire incident. Police Chief Horihan reported that July 3 was probably the worst day with calls coming in starting around 4:00 p.m. and continuing until 10:00 p.m. and that many of the fireworks were actually being fired outside of the city limits where it was legal. Complaints were received about pets and young children being upset by fireworks. City Attorney Olson commented that it might be best to wait until next March or April before changing the ordinance because the state legislature may change the current law. Council persons Miller and Stevenson spoke in favor of continuing the ban on the use of fireworks within the city limits.

CITY STAFF REPORTS

City Administrator Jones reported that he recently attended the Iowa City Managers Association conference where he received an in depth legislative report which included a good section on fireworks. He also said there would be changes to the budget to improve structure and clarify reporting and he also would be working on the Capital Improvement Plan to make it more understandable. He also reported that today he attended an ECIA sponsored meeting regarding a Great Places designation. There is an opportunity to apply for a \$400,000 grant with other communities within the county along with the county government. The process would involve communities working together to create a vision that would tie them together. Colton Miller asked if a trail project which could include West Liberty and Solon would be a viable project.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Laughlin reported the theme of Hoover Home Town Days this year is Honoring Volunteers. He has two volunteers lined up to be the Grand Marshals.

Council person Shields asked about the mud problem on KLM's development. Matt Goodale had contacted Brad Larson and was giving him a week to respond.

Shields also asked about the Wayfinding signage. Mayor Laughlin replied that the signs should arrive any day now.

Shields asked about the status of the new park. Parks & Rec Director Russell reported that she would be meeting with Nate Kass of Fehr-Graham on Friday morning. The current plan is for bid letting in September, work beginning this fall and a park opening in April, 2019.

Council person Stevenson reported there would be a Stream Team meeting on Thursday,

Council person Miller asked about pothole repair. Public Works Director Goodale reported his people will be out this week working on them. LL Pelling is supposed to be here before HHTD to do some major repair work.

Laughlin commented that some street signs were missing or in terrible shape and asked if something could be done if he gave a list to Jones or Goodale. Jones acknowledged that something could be done.

ADJOURNMENT

Motion to adjourn regular meeting by Shields, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:14 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk