

(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

**October 2, 2017
7:00 p.m.**

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

PUBLIC HEARING ON COLLEGE STREET BRIDGE REPLACEMENT PROJECT.

Mayor Laughlin declared the hearing open at 7:01 p.m. City Engineer Dave Schechinger explained what the plan for the College Street Bridge entailed. He also explained some changes to the previously submitted plan which will lower the ramp height but will result in a three month delay due to the approval process. The hearing was closed at 7:04 p.m.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS.

Employee recognition – Becky Knoche

Mayor Laughlin presented an award to Becky Knoche for ten years of service to the City of West Branch.

West Branch Library Annual Report – Nick Shimmin

Library Director Shimmin presented an overview of the highlights of the Library Annual Report. Highlights included a circulation size of 42,661, electronic item usage increased 15% over 2016 to 3,977. Program attendance was 9,449 this year compared to an average of 2,899 for libraries in similar sized communities in the area.

West Branch Main Street Quarterly Update / Christmas Past - Kevin Rogers

Executive Director of Community Development Group, Kevin Rogers reported on CDG activities. Volunteer hours are down 32% from last year, Simply Summer is under review and will be modified for next year, CDG spent a day at the State Fair promoting West Branch. He also reviewed plans for Christmas Past and noted that carolers will be wearing Period Costumes from the Cedar County Historical Society.

PUBLIC COMMENT.

Ryan Granaman, 508 N Oliphant, spoke about the problems associated with a semi-tractor being parked in a residential neighborhood. While his problem had been resolved, he was told that there is no ordinance against it and wondered if something should be done to prevent it from occurring again.

Mike Jones, proprietor of The Down Under, reported that he had been told if he submitted his documents by the Wednesday before a Council Meeting, he would be on the agenda. He was told to contact all of the Council members the next time he wanted to be on the agenda.

Jeff Bernell, of Northridge Drive, thanked the Council for notifying the residents of the proposed change in parking rules but thought that having a 2 a.m. to 6 a.m. but might be counterproductive.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approval of City Council Meeting Minutes September 18, 2017
Approve Claims Report

Motion Accepting the West Branch Library Annual Report
 Motion Approving the CDG Street Closure Request
 Motion Approving the CDG Special Event Permit.

EXPENDITURES		10/2/2017	
ALLIANT ENERGY	SALT SHED-ELECTRICAL		1,685.17
BRET F STOUT	REPAIR-FOSTER STREET		875.00
BSN SPORTS INC	YOUTH SPORTS SUPPLIES		583.72
CHIEF SUPPLY CORPORATION	SUPPLIES		19.88
F&B COMMUNICATIONS INC	AUG/SEP WEB HOSTING		64.90
FEHR GRAHAM	308 PV PARK IMP DESIGN		6,106.50
HOLLYWOOD GRAPHICS	HOLLYWOOD GRAPHICS		507.10
HOTSY CLEANING SYSTEMS	EQUIP MAINTENANCE SUPPLIES		1,497.09
IMWCA	WORK COMP PREMIUMS		5,143.00
INTERSTATE POWER SYSTEMS I	MAINTENANCE SERVICE		612.82
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING		563.75
IOWA MUNICIPAL FINANCE OFF	CLERK CERTIFICATION FEE		125.00
JOHN DEERE FINANCIAL	CLOTHING ALLOWANCE/SUPPLIES		294.47
KNOCHE, REBECCA	BLDG INCENTIVE REIMBURSEMENT		623.76
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS		1,425.43
LOWES BUSINESS ACCT/GEGRB	MAINTENANCE SUPPLIES		191.15
LYNCH DALLAS, P.C. ATTORNE	LEGAL FEES - EMPLOYEE HANDBOOK		2,300.00
LYNCH'S EXCAVATING INC	SEWER REPAIR-COLLEGE ST		6,638.35
LYNCH'S EXCAVATING INC	SEWER REPAIR-5TH AND COLLEGE		6,246.80
LYNCH'S EXCAVATING INC	SEWER REPAIR-E ORANGE ST		1,763.49
LYNCH'S PLUMBING INC	314 N 1ST ST IMPROVEMENTS		117.00
LYNCH'S PLUMBING INC	310 COL ST BRIDGE LOCATE WATER & SEWER LINES		1,676.00
PITNEY BOWES INC	POSTAGE METER RENTAL		180.00
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK		87.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS		730.00
SCHIMBERG CO	SUPPLIES		590.36
STATE HYGIENIC LAB	LAB ANALYSIS		177.00
UNIFORM DEN INC.	UNIFORMS		105.55
UPS	SEWER-SHIPPIING		21.29
VEENSTRA & KIMM INC.	314 N 1ST ST IMP-RES REVIEW		9,858.00
VEENSTRA & KIMM INC.	P & Z-PV MULTI FAMILY REVIEW		166.00
VEENSTRA & KIMM INC.	316 SANITARY SEWER REHAB PH 2		1,424.43
VEENSTRA & KIMM INC.	P & Z-MEADOWS PART 2 RES REVIEW		2,569.01
VEENSTRA & KIMM INC.	315 MAIN ST WATER MAIN		7,788.30
VEENSTRA & KIMM INC.	318 COLLEGE ST & 2ND ST IMPROVEMENTS		10,620.00
VEENSTRA & KIMM INC.	310 COLLEGE ST BRIDGE R-O-W ACQUISITION		12,574.10
VISU-SEWER INC	316 I & I LINE/GROUT PH 2		105,930.23
YOTTYS, INC.	GOLF CART RENTAL		1,000.00
TOTAL			192,881.65
PAID BETWEEN MEETINGS			
AMAZON	BOOKS		936.47
BAKER & TAYLOR	BOOKS		494.04
DEWEYS JACK & JILL	SUPPLIES		129.20
HOLLYWOOD GRAPHICS	YOUTH VOLLEYBALL SHIRTS		489.30
MEDIACOM	CABLE SERVICE		48.40
UPS	SEWER-SHIPPIING		20.43
US BANK CORPORATE CARD	CREDIT CARD PAYMENTS		1,757.83
VAN METER INC	LIGHTS-VOLLEYBALL COURTS		3,335.56
VERIZON WIRELESS	WIRELESS SERVICE		978.50
WALMART COMMUNITY	DVDS, PROGRAM SUPPLIES		231.02
WEX BANK	VEHICLE FUEL		1,675.64
TOTAL			10,096.39
PAYROLL 9/22/2017			53,177.60
GRAND TOTAL EXPENDITURES			256,155.64
FUND TOTALS			
001 GENERAL FUND	33,536.64		
022 CIVIC CENTER	43.29		
031 LIBRARY	7,307.63		
036 TORT LIABILITY	4,751.02		
110 ROAD USE TAX	6,428.20		
112 TRUST AND AGENCY	12,039.14		
308 PARK IMP - PEDERSEN VALLEY	6,106.50		
309 PHASE 1 PARK IMPROVEMENTS	3,335.56		
310 COLLEGE STREET BRIDGE	14,250.10		
314 N FIRST ST IMPROVEMENTS	9,975.00		

315 MAIN ST WATER MAIN IMPROVEMENTS	7,788.30
316 I & I LINE/GROUT PHASE 2	122,003.30
318 COLLEGE ST & 2ND ST IMPROVEMENTS	10,620.00
600 WATER FUND	8,996.03
610 SEWER FUND	8,974.93
GRAND TOTAL	256,155.64

Motion by Miller, second by Pierce to approve agenda/consent agenda items. AYES: Miller, Pierce, Ellyson, Stevenson, Shields. NAYS: None. Motion carried.

PUBLIC HEARING/NON-CONSENT AGENDA

Discussion- Staff is Requesting a Statement of Direction Regarding Bonding Obligation Options.

Finance Officer Gordon Edgar reviewed the funding requirements for the current capital projects and recommended issuing \$4.2 million in bonds in November. This would take the city to 80% of the current debt capacity. After much discussion it was decided to have a work session at 6:00, prior to the Council meeting on October 16 to make a final decision.

Motion approving appointment of Jace Gongora to the West Branch Fire Department. / Move to action.

Motion by Stevenson, second by Ellyson to approve appointment. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. NAYS: None. Motion carried.

Resolution 1651, authorizing and internal advance to the North First Street Improvements Project Capital Fund. / Move to action.

Motion by Shields, second by Stevenson to approve Resolution 1651. AYES: Shields, Stevenson, Pierce, Miller, Ellyson. NAYS: None. Motion carried.

Resolution 1652, authorizing the transfer of funds for approved capital projects. / Move to action.

Motion by Shields, second by Stevenson to approve Resolution 1652. AYES: Shields, Stevenson, Pierce, Ellyson, Miller. NAYS: None. Motion carried.

Motion approving Change Order No. 1 to Main Street Water Main Improvements Project. / Move to action.

City Engineer Schechinger explained the reasons for the items listed on the Change Order. Motion by Pierce, second by Miller to approve Change Order No. 1. AYES: Pierce, Miller, Ellyson, Stevenson, Shields. NAYS: None. Motion carried.

Motion approving Pay Estimate No. 1 to Main Street Water Main Improvements Project. / Move to action.

Motion by Stevenson, second by Ellyson to approve Pay Estimate No. 1. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. NAYS: None. Motion carried.

Motion approving Pay Estimate No. 1 to North First Street Improvements Project. / Move to action.

Motion by Stevenson, second by Ellyson to approve Pay Estimate No. 1. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. NAYS: None. Motion carried.

Motion approving Second Reading of an Ordinance change to Chapter 69.08(55)

Motion by Stevenson, second by Ellyson to approve Second Reading. Stevenson then amended her motion to strike Section 2 that had been inserted into the Second Reading version of the Ordinance. The amendment was seconded by Ellyson. Voting on amendment: AYES: Stevenson, Ellyson, Pierce, Shields. NAYS: Miller. Motion carried. Voting on Original Motion: AYES: Stevenson, Ellyson, Pierce, Shields. NAYS: Miller. Motion carried.

CITY STAFF REPORTS

Jones announced that Cedar County will have a contractor begin resurfacing 290th Street on October 3rd. Jones then announced his appointments to the Wastewater Treatment Facility task force. They are: Redmond Jones II, Matt Goodale, Mary Beth Stevenson, Tim Moss and Colton Miller. He then reported that there was information from Nate Kass of Fehr Graham that should be reviewed for the bond finance work session on October 16. Jones said there will be a Great Places meeting on October 3rd at the Community State Bank office.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Laughlin said they had a nice Trail Meeting last week with city residents, Tipton residents and a Johnson County Supervisor. People are fired up and want to connect Tipton, West Branch, Solon and Iowa City. He also said the golf course is going to seek assistance and he will try to use TIF for it. He also wants the Council to keep downstream widening on their radar for the goal setting session we will have.

Stevenson asked for a Chicken Ordinance from Kevin Olson for October 16 and he agreed to provide one.

ADJOURNMENT

Motion to adjourn regular meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:58 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk