

*(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](http://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**

**September 18, 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 Leslie Brick, Finance Officer Gordon Edgar, Library Director Nick Shimmin, Public Works Director Matt Goodale and Park & Recreation Director Melissa Russell and Police Chief Mike Horihan.

**GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS.**

Jim Dane, of the Iowa City Kiwanis group gave a presentation to the Council on the mission of Kiwanis and their desire to have a club re-established in West Branch. Dane said he has been in contact with the school district and is excited for their participation.

Sergeant Hanna was unavailable this evening for the award presentation. This item was postponed to a later date.

**PUBLIC COMMENT.**

There was no public comment.

**APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.**

Approval of City Council Meeting Minutes September 11, 2017

Resolution 1649- approving the Street Financial Report for Iowa Department of Transportation (FY17)

Approve Claims

Resolution 1650- approving the option to pursue Wetland Mitigation on the Cubby Park project site.

Jones explained that this was a follow-up from the last Council meeting when the issue was raised due lack of available wetland mitigation bank credits. Jones explained that this resolution was to approve on-site mitigation as the most viable option at this time. Miller suggested of using a portion of the West Branch Village for mitigation as an option if the Council choose to explore it and if time permitted.

EXPENDITURES	9/18/2017	
ALLIANT ENERGY	UTILITIES-WATER TOWER	10,436.36
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	578.45
BIG TEN RENTALS	TENT & CHAIRS-HHTD	1,194.60
BP AMOCO	VEHICLE FUEL	188.90
BROWN'S WEST BRANCH	RUNNING BOARDS	498.00
BUSINESS RADIO SALES	RADIO SUPPLIES	140.50
CEDAR COUNTY RECORDER	314 N FIRST ST RECORDING FEES	108.00
DORSEY & WHITNEY LLP	LEGAL FEES	1,286.00
GALAXY CLEANING SERVICES	GALAXY CLEANING SERVICES	1,209.04
GREAT AMERICAN BUSINESS PRODUCTS	PET WASTE BAGS	640.00
HAWKINS INC	AZONE 15	681.95
IMWCA	IMWCA	5,143.00
IOWA LAW ENFORCEMENT INTEL	LEIN CONFERENCE	175.00
JOHNSON COUNTY REFUSE INC.	RECYCLING AUGUST 2017	3,776.25
LINN COUNTY R.E.C.	SIREN @ GREENVIEW	108.33
MENARDS	SUPPLIES	96.71
NORTHWAY WELL AND PUMP COM	WELL 6 NEW MOTOR & PUMP, TEST	36,260.12
NORTHWAY WELL AND PUMP COM	WELL 6 REPLACE PIPE	22,398.00
OLSON, KEVIN D	LEGAL SERVICES-SEPT, 2017	1,500.00
OVERDRIVE INC	BOOKS, AUDIO BOOKS	243.99
PITNEY BOWES GLOBAL FINANC	LIB-POSTAGE METER RENTAL	102.39
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE	965.20
PORT 'O' JONNY INC.	SERVICE-CEMETERY	87.00
PRINTING HOUSE	TREATMENT PROTOCOL BOOKS	95.50

QUILL CORP	CHAIR/SUPPLIES	220.53
REPUBLIC SERVICES	DOCUMENT DESTRUCTION	50.95
SCHIMBERG CO	HYDRANT	456.02
SHIMMIN, NICK	WEBSITE DESIGN, TRAINING & IMPLEMENTATION	2,500.00
SPRINGDALE AGENCY	FIRE PAK INSURANCE	14,681.00
SUMMIT COMPANIES	RECHARGE FIRE EXTINGUISHERS	79.75
TRUGREEN PROCESSING CENTER	LAWN SERVICE-LIONS FIELD	149.00
UPS	SEWER-SHIPPING	20.86
WEST BRANCH COMMUNITY SCHOOL	GYM RENT-VARIOUS P & R PROGRAMS	797.50
WEST BRANCH REPAIRS	REPAIR SUPPLIES	139.99
WEST BRANCH TIMES	ADVERTISING/LEGAL PUBLICATION	2,050.84
TOTAL		109,059.73
PAID BETWEEN MEETINGS		
HUPPENBAUER, AMBER	UTILITY REFUND	41.16
STEGER, ROBERT	UTILITY REFUND	66.45
STUMBO, STEVE	UTILITY REFUND	60.25
WEST BRANCH FORD	REPAIRS-2014 TAURUS	406.54
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	39.15
UPS	SEWER-SHIPPING	20.86
COSTCO WHOLESALE	SUPPLIES	236.08
US BANK EQUIPMENT FINANCE	COPIER LEASES	300.80
TOTAL		1,171.29
PAYROLL	9/08/2017	42,942.80
GRAND TOTAL EXPENDITURES		153,173.82
FUND TOTALS		
001 GENERAL FUND	39,687.94	
022 CIVIC CENTER	842.8	
031 LIBRARY	7,698.89	
036 TORT LIABILITY	19,432.02	
110 ROAD USE TAX	3593.9	
112 TRUST AND AGENCY	4573.38	
310 COLLEGE STREET BRIDGE	16.44	
314 N FIRST ST IMPROVEMENTS	187.88	
315 MAIN ST WATER MAIN IMPROVEMENTS	79.88	
316 I & I LINE/GROUT PH 2	79.87	
600 WATER FUND	69,800.41	
610 SEWER FUND	7,180.41	
GRAND TOTAL	153,173.82	

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

#### **PUBLIC HEARING/NON-CONSENT AGENDA**

Motion to approve a Special Event Permit to consume alcohol as a part of a wedding toast. /Move to action.

The permit was submitted by Little Lights requesting permission to use Heritage Square for this short event.

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

#### Discussion- College Street Bridge Replacement Project

City Engineer, Dave Schechinger reported that a public meeting was held on September 5, 2017 to allow residents to express concerns on the bridge replacement project. Based on comments, Schechinger said there was an option to request a variance on the design that may help with water flow from the creek in flooding events. Schechinger said another public meeting will be held on Monday, October 2, 2017 at 5:00 in the Council Chambers to discuss this option with the residents.

Motion approving Sanitary Sewer Rehabilitation-Phase 2, Pay Estimate #1./Move to action.

Goodale said that he was satisfied with the work performed with the company and noted that due to some collapsed sewer mains, there will be some street patching needed when the project was completed.

Motion by Stevenson, second by Shields to approve pay estimate #1. AYES: Stevenson, Shields, Pierce, Miller, Ellyson. NAYS: None. Motion carried.

Discussion – West Branch Village Trail Project

Schechinger provided an update on the project and said he forwarded background information to Jones to get him up to speed on the project. He also said that he had checked with the DNR again and that the project review was still out about one month. The Council expressed concern that the Reap Grant would be in jeopardy if the DNR did not take action soon.

Motion to approve Change Order #2 for the North First Street Improvements Project./Move to action.

Schechinger described issues uncovered when the old concrete was removed last week from North First Street. Unsuitable soil issues, abandoned storm sewer lines and the removal of an underground tank are the result of the change order.

Motion by Ellyson, second by Stevenson to Change order #2. AYES: Ellyson, Stevenson, Miller, Pierce, Shields. NAYS: None. Motion carried.

Discussion – Gilbert Drive extension

Schechinger presented a proposed concept for the Gilbert Street extension that he had been working on with the property owner. He explained that when the park property was purchased, it did not include the land needed to make the connection. The Council felt that the proposed plan was not feasible and tabled the discussion.

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

Chief Horihan explained that he had received complaints from business owners and residents on Northridge Drive on lack of parking. Recently, a new business moved into the neighborhood and more on street parking is needed. Horihan said this change would allow parking on the north side of the two way portion of Northside Drive. Miller requested staff to notify affected property owners via letter advising them of the proposed parking change. He asked that it be done immediately so property owners had a chance to provide feedback and/or raise concerns.

**CITY STAFF REPORTS**

Jones presented a sample business card he designed and asked if any other Council members would like to use the design. Jones recapped the week's activities including how City staff handled the construction on North First Street and the school bond vote. He praised the staff for going above and beyond in making a potentially bad situation a positive one for the City.

Goodale reported that the new salt shed had been completed and that all material was moved the shed.

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Mayor Laughlin said he will be filing nomination papers this week.

Stevenson asked for an update on the proposed Chicken Ordinance being reviewed by the Animal Control Commission and said that she was hoping to be able to vote on it prior to her departure from her council seat.

**ADJOURNMENT**

Motion to adjourn regular meeting by Shields, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:49 p.m.

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Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Leslie Brick, Deputy City Clerk