

(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 16, 2017
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:04 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, Public Works Director Matt Goodale and Park & Recreation Director Melissa Russell and Police Chief Mike Horihan.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS.

Mayor Laughlin presented Sargent John (Korey) Hanna with a ten year service award and thanked him for his service. Chief Horihan praised Hanna as an honest and dedicated professional who can handle any situation. He said West Branch is fortunate to have Hanna serving the community.

PUBLIC COMMENT.

Resident Mike Morrow, 110 Northridge Drive addressed the Council with his concerns on the proposed parking ordinance change. Morrow is concerned that the street is not wide enough to allow parking on both sides and feels that the change could pose a safety issue for the residents of Northridge Drive. He also stated that he felt the change was to accommodate a new business in the area and felt that the business owner should alleviate their own parking issues without affecting others. Morrow stated that he was against the ordinance change.

Resident Jodee Stoolman, 410 N. 6th Street addressed the Council regarding the weekends car break in's and car thefts. Stoolman stated that her car was stolen over the weekend which she admitted she left her keys in the car. Stoolman said the perpetrators also entered her attached garage while she was sleeping. She questioned why the City did not provide 24 hour/7 day a week coverage. She further stated that she didn't feel safe and that was a problem.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approval of City Council Meeting Minutes October 2, 2017.

Approve Claims.

Motion approving the purchase of 0.5 acres of Wetland Mitigation Bank Credits.

Motion approving Sanitary Sewer Rehabilitation – Phase 2 Pay Estimate No. 2.

EXPENDITURES	10/16/2017	
ALLIANT ENERGY	UTILITIES-WATERTOWER	8,734.52
ALTORFER INC	REPAIR PARTS	137.70
BAKER & TAYLOR INC.	BOOKS	589.21
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	973.29
BEAN & BEAN	GRAVE OPENING	550.00
BLUELINE EMERGENCY VEHICLE	PREP VEHICLE FOR TRADE	490.00
CAJ ENTERPRISES INC	ROADSTONE	146.80
CEDAR COUNTY RECORDER	RECORDING FEES	116.00
CORALVILLE PARK & RECREATI	STAGE RENTAL	2,166.00
COSTCO WHOLESALE	SUPPLIES	181.35
CY'S TREE SERVICE	TREE REMOVAL	3,895.00
D&R PEST CONTROL	LIBRARY PEST CONTROL	70.00
DONAHUES CARPET & UPHOLSTERY	CARPET CLEANING	657.12
EASTERN IOWA EXCAVATING &	PAY EST #1	161,162.77
FELD FIRE EQUIPMENT CO. IN	REPAIR PARTS	166.00
HARRY'S CUSTOM TROPHIES LT	FOOTBALL SUPPLIES	195.00
HEATHER HIGHLY	BUILDING INCENTIVE	537.96
IOWA DEPARTMENT OF NATURAL	ANNUAL WATER USE FEE 2018	134.00
JESSICA KILEY	BUILDING INCENTIVE	873.99
JOHNSON COUNTY REFUSE INC.	RECYCLING SEPT 2017	3,823.75
KNOCHE, REBECCA	PROGRAM SUPPLIES	105.33

KOCH BROTHERS INC	COPIER MAINTENANCE	262.14
LENOCH & CILEK	MAINTENANCE SUPPLIES	77.98
LINN COUNTY R.E.C.	SIREN @ GREENVIEW	137.30
MATT PARROTT/STOREY KENWORTHY	LASER UTILITY BILLS	352.22
MENARDS	MAINTENANCE SUPPLIES	1,024.74
MUNICIPAL SUPPLY INC.	SUPPLIES	1,406.00
OASIS ELECTRIC LLC	ELECTRICAL SERVICE-SALT SHED	2,621.14
OFFICE EXPRESS	OFFICE SUPPLIES	106.68
OVERDRIVE INC	AUDIOBOOKS	376.98
PLUNKETT'S PEST CONTROL INC	PEST CONTROL-CITY OFFICE	95.18
PORT 'O' JONNY INC.	SERVICE-LITTLE LEAGUE	174.00
PYRAMID SERVICES INC.	LEAF BLOWER	292.32
QUILL CORP	OFFICE SUPPLIES	258.75
REDMOND JONES II	MILEAGE	147.02
SHIMMIN, NICK	TRAVEL EXPENSE	13.27
STATE HYGIENIC LAB	LAB ANALYSIS	504.00
STEVENS EROSION CONTROL INC	STEVENS EROSION CONTROL INC	720.00
SUPPLYWORKS	SUPPLIES	49.12
TRUGREEN PROCESSING CENTER	LAWN SERVICE LIONS FIELD	775.00
TUMBLEWEED PRESS INC	SUBSCRIPTION	299.50
UNITED STATES GEOLOGICAL S	WAPSIPINOC CREEK STUDY	24,000.00
UPS	SEWER-SHIPPING	20.43
US BANK EQUIPMENT FINANCE	COPIER LEASE	241.80
VISU-SEWER INC	PAY EST #2	12,042.67
WEST BRANCH REPAIRS	VEHICLE REPAIR	182.00
WEST BRANCH TIMES	ADVERTISING-LEGAL PUBLICATIONS	735.55
WEX BANK	VEHICLE FUEL	1,260.25
TOTAL		233,881.83
PAID BETWEEN MEETINGS		
LESLIE BRICK	MILEAGE	65.29
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	39.15
SHERRY HILL	VIDEOTAPING SERVICES	150.00
LINDSAY KLEIN	REFUND	35.00
UPS	SEWER SHIPPING	20.86
US BANK EQUIPMENT FINANCE	COPIER LEASE	59.00
ASHLEY PAUL	REFUND	32.47
JASON MANN	REFUND	4.95
CROELL INC	CONCRETE-SALT SHED	1,226.75
TOTAL		1,633.47
PAYROLL 10/6/2017		42,824.11
GRAND TOTAL EXPENDITURES		278,339.41
FUND TOTALS		
001 GENERAL FUND	37,252.22	
022 CIVIC CENTER	425.05	
031 LIBRARY	8,335.24	
110 ROAD USE TAX	13,421.08	
112 TRUST AND AGENCY	4,598.48	
310 COLLEGE STREET BRIDGE	62.22	
314 N FIRST ST IMPROVEMENTS	161,162.77	
316 I & I LINE/GROUT PH 2	12,042.67	
600 WATER FUND	10,696.76	
610 SEWER FUND	6,342.92	
740 STORM WATER UTILITY	24,000.00	
GRAND TOTAL	278,339.41	

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

PUBLIC HEARING/NON-CONSENT AGENDA

Motion approving a Statement of Direction Regarding Bonding Obligation Options. /Move to action.

Jones stated this motion would approve the 4.2 million dollar option presented previously in the work session.

Motion by Stevenson, second by Shields to approve the bonding obligation option. AYES: Stevenson, Shields, Ellyson, Pierce. NAYS: Miller. Motion carried.

Resolution 1653- Approving The Meadows Phase 2 – final plat./Move to action.

Schechinger said the plat was acceptable and that the City had received an escrow letter from the developers engineer for the remaining checklist items.

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

Motion approving Main Street Water Main Improvements Change Order No. 2./Move to action.

Schechinger explained that an additional repair was needed to install a 10 inch storm sewer to the intake near 6th Street.

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

Discussion – Consideration to allow limited/exclusive muskrat trapping along Wapsi Creek.

Miller explained a problem with muskrats in Wapsi Creek that are causing repair issues with the West Branch Village sewer lagoons. Miller requested permission to allow an experienced trapper to alleviate the problem during the regular trapping season. After a short discussion and comments from Public Works Director Matt Goodale, who is also a trapper, the Council agreed with the request and directed staff to bring a resolution back for consideration at the next City Council meeting.

Motion to approve Third Reading of Ordinance 746, Amending Chapter 69 – Parking Regulations./Move to action.

The Council debated the current wording of the ordinance change and a motion was made to approve as currently written.

Motion by Stevenson, second by Ellyson to approve third reading of Ordinance 746. AYES: Stevenson, Ellyson. NAYS: Miller, Pierce, Shields. Motion failed.

Discussion – Consider contracting services to develop an RFP for the Croell site.

Laughlin stated that he is very interested in getting the Croell site developed and said he had been in contact with a landscape architect who was willing to write an RFP for the site. Laughlin thought that this could be accomplished with a \$3-5 thousand dollar budget. Council discussed that more thought was needed to be given to what the City wanted to see in this area and suggested that they meet to discuss and set parameters and create a vision for the site before the RFP was written. Council also felt the attorney Olson and current staff who had prior RFP experience could write it and save money in doing so. Schechinger also commented that Planning & Zoning Chairperson Fuller suggested that the City review the current zoning for this area prior to moving forward too far to ensure that proper zoning was in place before the start of the project.

CITY STAFF REPORTS

Jones gave an update on the past week's activities and highlighted a few meetings that he had attended. Jones also gave an update on the weekend's car break in's and stated that two individuals had been detained on Sunday and that one car stolen had been recovered in North Liberty. Jones also reminded the Council that annual goal setting time was near and provided a few dates for consideration.

City Attorney Kevin Olson said he would have a draft Urban Chicken Ordinance for Council review very soon.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin reported that Hoover's Hometown Days 2018 planning had begun and requested that the Hoover Foundation be allowed to participate in planning the event. Laughlin suggested Brad Reiners attend the meetings and be the representative for the foundation.

Miller gave an update on the Cedar County EMA meeting he had attended this past week and asked if the correct process was known and being used for notifying Cedar County EMA with the new sub-division addresses.

ADJOURNMENT

Motion to adjourn regular meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:08 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk