

(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

**February 20, 2018
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, Nick Goodweiler, Jodee Stoolman and Jordan Ellyson were present. Brian Pierce was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Gordon Edgar, Public Works Director Matt Goodale, Library Director Nick Shimmin, Police Chief Mike Horihan. Park & Recreation Director Melissa Russell, Fire Chief Kevin Stoolman.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

Hoover Hometown Days Budget for FY18 and FY19.

City Administrator Jones spoke about the Hoover Hometown Days budget (HHTD) and his plan for handling HHTD donations. The Council discussed the plan and expressed mixed opinion as to allowing donations to be in an exclusive fund versus current practice of unused donations going to general fund as an offset of HHTD expenses.

PUBLIC COMMENT

No comments.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

1. Motion to Approve Meeting Minutes for City Council Special Budget Meeting February 6, 2018.
2. Motion to Approve Meeting Minutes for City Council Meeting February 6, 2018.
3. Motion to Approve Meeting Minutes for City Council Meeting February 12, 2018.
4. Motion to Approve the Liquor License for “Brick Arch Winery Liquor License Renewal”, located at 116 W. Main Street, West Branch, Iowa
5. Resolution 1687 – Approving a contract with TruGreen Weed and Grub for work on Lions Field.
6. Motion to Approve the Main Street Water Main Improvements Pay Estimate No. 4 (final). Approve Claims Report and Accept Recently Approved Bond Closing Letter.
7. Motion to Approve the Claims Report.

EXPENDITURES		2/20/2018
AMAZON	BOOKS AND SUPPLIES	491.52
AXON ENTERPRISE, INC.	TASERS & SUPPLIES	898.22
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	42.98
BEAVER HEATING AND AIR CON	NEW FURNACE	2,450.00
BEST BUY BUSINESS ADVANTAG	PRINTER AND INK	236.97
BIG COUNTRY SEEDS INC	ICE MELT	906.50
BLUE BOOK	EQUIPMENT	362.22
BP AMOCO	FUEL	205.14
BUSINESS RADIO SALES	BATTERIES & CHARGERS	173.80
CAJ ENTERPRISES INC	HAULING	383.95
CEDAR COUNTY COOPERATIVE	FUEL	2,240.24
CEDAR COUNTY RECORDER	RECORDING FEES	55.00
CHIEF SUPPLY CORPORATION	UNIFORM ACCESSORIES	48.78
COMPASS MINERALS AMERICA I	HIGHWAY SALT	3,475.07
CROELL, INC.	SAND	767.90
DEWEYS JACK & JILL	REC SUPPLIES, MAINT SUPPLIES	45.21
FARMERS SUPPLY SALES INC	MAINTENANCE SUPPLIES	129.46
FASTENAL	MAINTENANCE SUPPLIES	273.87
FEHR GRAHAM	CONSTRUCTION SERVICES	4,099.00
FUTURE LINE TRUCK EQUIPMEN	SNOW PLOW CUTTING EDGE	1,367.60
GALAXY CLEANING SERVICES	GALAXY CLEANING SERVICES	1,935.94
HAWKINS INC	AZONE-CHEMICAL	349.75
HOSPERS & BROTHER PRINTERS	FIRE DEPT ANNUAL REPORTS	250.20

IASRO	STEEN CONF 6-19 & 20-2018	125.00
IOWA ASSOCIATION OF WOMEN	STEEN TRAIN CONF 3-19 &20-2018	85.00
IOWA MUNICIPAL FINANCE OFF	DUES - L BRICK-18-19	100.00
JOHNSON COUNTY REFUSE INC.	RECYCLING JAN 2018	3,804.75
LINN COUNTY R.E.C.	SIREN @ GREENVIEW	155.30
LYNCH'S EXCAVATING INC	WATER MAIN REPAIR GREENVIEW DRIVE	8,277.70
LYNCH'S PLUMBING INC	SERVICE CALL- SHUT OFF WATER	80.00
MENARDS	SUPPLIES	3.94
MIDWEST FRAME & AXLE	VEHICLE REPAIR	1,180.76
MOORE'S WELDING INC	CUTTING EDGES-SNOW PLOWS	1,010.80
MUNICIPAL SUPPLY INC.	MAINTENANCE SUPPLIES	782.70
NATIONAL ASSOCIATION OF SC	DUES STEEN 18-19	40.00
NORTHWAY WELL AND PUMP COM	MAINTENANCE	4,573.08
OASIS ELECTRIC LLC	REPAIR LIGHT FIXTURES	320.45
PITNEY BOWES PURCHASE POWE	PITNEY BOWES PURCHASE POWER	500.00
PSC DISTRIBUTION	MAINTENANCE SUPPLIES	69.42
SCHIMBERG CO	MAINTENANCE SUPPLIES	1,001.74
STATE HYGIENIC LAB	LAB ANALYSIS	52.00
TOYNES IA. FIRE TRK.SERV	VEHICLE REPAIR	980.68
TRANS-IOWA EQUIPMENT INC	REPAIR PARTS	995.45
US BANK CORPORATE CARD	PROGRAM SUPPLIES	63.14
WALMART COMMUNITY/RFCSELLC	BOOKS, PROGRAM & MAINT SUPPLIES	303.17
WATER SOLUTIONS UNLIMITED	PHOSPHATE	2,576.06
WEST BRANCH FIREFIGHTERS	EMS TRAINING	252.00
WEST BRANCH REPAIRS	VEHICLE REPAIR	60.00
WEST BRANCH TIMES	LEGAL PUB & ADVERTISING	978.06
WEX BANK	WEX BANK	1,413.09
TOTAL		50,973.61
PAID BETWEEN MEETINGS		
BEAUTIFUL LAND PRODUCTS	UTILITY REFUND	5.44
HAGEN,KATHY	UTILITY REFUND	66.91
UPS	SEWER SHIPPING	20.89
ALLIANT ENERGY	CITY UTILITIES	8,062.17
CAPITAL ONE COMMERCIAL	SUPPLIES	46.94
JULIA HIME	VIDEOGRAPY SERVICES	200.00
UPS	SEWER SHIPPING	21.82
US BANK EQUIPMENT FINANCE	LIBRARY COPIER LEASE	59.00
TOTAL		8,483.17
PAYROLL 2-9-2018		39,333.40
TOTAL EXPENDITURES		98,790.18
FUND TOTALS		
001 GENERAL FUND		32,456.10
022 CIVIC CENTER		1243.09
031 LIBRARY		9,994.69
110 ROAD USE TAX		12,488.29
112 TRUST & AGENCY		4,205.67
308 PARK IMP - PEDERSEN VALLEY		4,099.00
600 WATER FUND		26,070.96
610 SEWER FUND		8,232.38
GRAND TOTAL		98,790.18

Motion by Ellyson, second by Stoolman to approve agenda/consent agenda items. AYES: Ellyson, Stoolman, Miller, Goodweiler. Absent: Pierce. NAYS: None. Motion carried.

PUBLIC HEARING/NON-CONSENT AGENDA

Resolution 1688 – Approving a contract with Needham Excavating for the Cubby Park Improvements./Move to action.

Nate Kass of Fehr-Graham said that Needham, the general contractor, initially intended to cover all subcontractors under his insurance policy but now each subcontractor will provide insurance coverage including pollution coverage. Needham will collect all insurance certificates and forward them to Fehr-Graham. Nate suggested the contract be approved contingent upon receipt of the subcontractor insurance documents. After

discussion, Goodweiler moved to approve Resolution 1688 contingent upon Needham providing all of the insurance certificates from his subcontractors and Notice to Proceed will not be granted until the agreement from the pipeline company is received. AYES: Goodweiler, Ellyson, Stoolman, Miller. Absent: Pierce. NAYS: None. Motion carried.

Discussion: To consider adding / combining the West Branch Village Wastewater Treatment Process into the City Wastewater Treatment Process.

Council Person Miller presented some background information on the topic. He said that West Branch Village has two sewer lagoons that will eventually need to be replaced and the city has been notified to enhance its wastewater treatment facility. The idea is that a facility that can handle sewage from both systems would be spread over more people at a lower cost than if two separate systems were built and the cost spread over two separate entities. There was discussion on quantifying volumes of effluent from WBV, the best way to meter WBV, and how to best obtain the information required for the planning of a new facility.

Resolution 1683 – A Resolution Approving the Contract for the 2017 Hoover’s Hometown Days Celebration in the Amount of \$25,000.00./Move to action.

Motion by Miller, second by Goodweiler, to approve Resolution 1683. AYES: Miller, Goodweiler, NAYS: Stoolman, Ellyson. Absent: Pierce. Motion failed.

Resolution 1689 – A Resolution adopting the City Administrator’s Recommended Budget for Fiscal Year 2018-2019, and Ordering a Notice of Hearing for March 5, 2018.

Jones explained the effort that went into the preparation this year. Over thirty various meetings, reductions in departmental budgets and vehicle set asides and an increase in the property tax levy. He stated that we tried to be as transparent as possible.

Motion by Ellyson, second by Stoolman to approve Resolution 1689. AYES: Ellyson. Stoolman, Goodweiler. Absent: Pierce. NAYS: Miller. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reported that the Wastewater Task Force will resume activity. It had to take a break during the budget preparation period. Diversity training for all city employees, including the fire department staff, will be conducted tomorrow, February 21 by the Iowa State University Extension staff. He also reviewed the City Budget document and announced that a preconstruction conference will be held with Needham and their subcontractors on March 6.

CITY ATTORNEY REPORT

Attorney Olson said that he has a conference call scheduled with the General Counsel of Casey’s General Stores to get a report on what is happening with Main Street store. He will report on that at the next Council meeting.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Nick Goodweiler asked about the status of the West Branch Village bridge. Dave Schechinger replied that the DNR had not issued a permit and it appeared they were continually placing new requirements to be met each time we met the previous requirements.

ADJOURNMENT

Motion to adjourn regular meeting by Miller, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:15 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk