

(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

**April 2, 2018
7:00 p.m.**

Mayor 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: Council members: Colton Miller, Nick Goodweiler, Jodee Stoolman, Jordan Ellyson and Brian Pierce were present. Laughlin welcomed the audience and the following City staff: Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, Park & Recreation Director Melissa Russell, Public Works Director Matt Goodale, Fire Chief Kevin Stoolman and Police Chief Mike Horihan. City Administrator Redmond Jones was absent.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

None.

PUBLIC COMMENT

National Park Service Superintendent Pete Swisher said the storm water project had been approved and is ready to move forward. Swisher stated that they hoped to accomplish five goals with this project; construct a detention basin at the base of the prairie, complete channel improvement from E. Main Street to South 2nd Streets, replace the bridge on South Downey Street, re-routing a sanitary sewer line and repairing a retaining wall. The project design is anticipated to be completed by this August, construction documents issued by March of 2019, awarding of contract by August 2019 and project completion by October 2020. Swisher said the improvements will have a substantial impact on the park.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve minutes for City Council meeting March 19, 2018.

Approve Claims Report.

EXPENDITURES

4/2/2018

AERO RENTAL INC	TREE SPADE RENTAL	234.00
BAKER & TAYLOR INC.	BOOKS	1,194.28
CATHERINE STEEN	CATHERINE STEEN	88.48
D&R PEST CONTROL	D&R PEST CONTROL	70.00
DAN'S OVERHEAD DOORS & MORE	DOOR REPAIR	313.00
IOWA RURAL WATER ASSOC.	MEMBERSHIP DUES	275.00
JOHN DEERE FINANCIAL	JOHN DEERE FINANCIAL	248.85
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,332.61
MECHANICSVILLE PUBLIC LIBR	CLIPART SUBSCRIPTION	10.00
OASIS ELECTRIC LLC	SERVICE CALLS	280.51
OLSON, KEVIN D	LEGAL SERVICES APRIL 2018	1,500.00
OVERDRIVE INC	AUDIO BOOK	222.96
PELLA PUBLIC LIBRARY	BOOK	16.99
PITNEY BOWES INC	POSTAGE METER RENTAL	180.00
QUILL CORP	OFFICE SUPPLIES	56.99
SHRED-IT USA	DOCUMENT DESTRUCTION	45.00
THE LIBRARY STORE INC	OFFICE SUPPLIES	224.62
UNITED STATES GEOLOGICAL S	WAPSIPINOC CREEK STUDY	8,640.00
UPS	SEWER-SHIPPING	22.00
USA BLUE BOOK	SAFETY EQUIPMENT	2,403.17
VERIZON WIRELESS	VERIZON WIRELESS	1,983.39
WEST BRANCH FORD	VEHICLE REPAIR	18.93
TOTAL		19,360.78

PAID BETWEEN MEETINGS

FEHR-GRAHAM	308-PV PARK IMPROVEMENTS-CONSTRUCTION	1,895.00
MEDIACOM	CABLE SERVICE	40.90
UPS	SEWER-SHIPPING	21.82
REDMOND JONES II	RELOCATION ADVANCE	7,000.00
TOTAL		8,957.72

PAYROLL 3-23-18		53,147.61
TOTAL EXPENDITURES		81,466.11
FUND TOTALS		
001 GENERAL FUND	31,085.47	
022 CIVIC CENTER	43.24	
031 LIBRARY	19,943.24	
110 ROAD USE TAX	3,742.20	
308 PARK IMPROV - PEDERSEN VALLEY	1,895.00	
600 WATER FUND	7,327.68	
610 SEWER FUND	8,789.28	
740 STORM WATER UTILITY	8,640.00	
GRAND TOTAL	81,466.11	

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

PUBLIC HEARING/NON-CONSENT AGENDA

Motion to approve hiring temporary Part-time Park & Recreation interns for 2018. /Move to action.

Motion by Miller, second by Ellyson. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1700, approving 28E agreements between the City of West Branch, Iowa and the boards of trustees of Cass, Gower, Graham, Iowa, Scott, and Springdale townships for the purposes of fire protection and aid and assistance for other emergencies or disasters relating to life and property, or hazardous materials. /Move to action.

Motion by Stoolman, second by Pierce to approve Resolution 1700. AYES: Stoolman, Pierce, Goodweiler, Ellyson, Miller. NAYS: None. Motion carried.

Resolution 1701, approving a fire truck and equipment purchase agreement with the City of Lisbon. /Move to action.

Goodweiler questioned if the sale amount was fair market value for the truck. Chief Stoolman responded that he had researched the current value of truck and was satisfied with the amount.

Motion by Goodweiler, second by Ellyson to approve Resolution 1701. AYES: Goodweiler, Ellyson, Stoolman, Miller, Pierce. NAYS: None. Motion carried.

First Reading Ordinance 750, amending Chapter 41 - Fireworks. /Move to action.

Motion by Miller, second by Stoolman to approve first reading of Ordinance 750. AYES: Miller, Stoolman, Pierce, Goodweiler, Ellyson. NAYS: None. Motion carried.

Discussion – Review updates to the West Branch Schedule of Fees

Deputy Clerk Brick explained the changes to the fee schedule and requested that the council provide direction to move forward with the suggested updates. The Council said to move forward but also questioned current fees such as peddler permits and public user fees. Brick said she would gather more information from surrounding communities and bring back recommendations.

Discussion – GIS Capabilities for Public Works

Goodale reminded the Council that this item was previously added to the council’s list of goals for FY19. At that time, Council had suggested that water service lines be the first added to the application since it seemed to be more important. Goodale agreed, but said the water fund was not adequate at this time to fund the project and suggested doing sewer lines first since the sewer fund had money available. Goodale also said the application provides a work order system that he felt would provide a consistent method for notifying his department of work issues or situations and provides a tracking system of work completed. Council decided to move forward with Goodale’s recommendation. Goodale said he would bring a contract back for Council vote at the next meeting.

CITY ADMINISTRATOR REPORT

City Administrator Jones was absent.

CITY ATTORNEY REPORT

Kevin Olson had nothing to report at this time.

CITY STAFF REPORTS

Goodale said that he and a member of his staff would be giving a presentation at the Iowa Water Environmental Association (IAWEA) on Thursday, April 5, 2018 in Washington from 4:00 p.m. to 7:00 p.m. Goodale invited the Council to attend.

COMMENTS FROM MAYOR AND COUNCIL MEMBER

Mayor Laughlin said that the Flood Inundation Report was complete and it indicated a major issue downstream near Beranek Park that needs to be addressed. Laughlin said he was trying to schedule meetings with property owners in the affected areas and work out a plan to help correct the problems. Laughlin said a meeting was tentatively scheduled for April 12, 2018 for Maggie Burger, Speer Financial, to provide the Council a seminar on TIF. He also mentioned that on April 16th, the City Council will be having a joint meeting with the West Branch School Board to discuss Poplar Street improvements. Laughlin further commented that the former Croell site is looking good and suggested the Council consider future site preparation plans.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 7:45 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk