

(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 16, 2018
6:00 p.m.**

Mayor Laughlin called the West Branch City Council meeting to order at 6:00 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: City Administrator Redmond Jones, Deputy City Clerk Gordon Edgar, Public Works Director Matt Goodale, Fire Chief Kevin Stoolman and Police Chief Mike Horihan. The first hour of the meeting was a joint City Council and School Board Meeting.

SPECIAL JOINT CITY COUNCIL & SCHOOL BOARD MEETING

Mayor Laughlin asked Superintendent Hatfield to present his discussion topics. Hatfield first spoke about the City and School working together. He then distributed documents prepared by Shive-Hattery and explained the City is responsible for the parking area in front of the library and the school is responsible for everything else south to the end of the football field. The school will be spending \$170,000 to \$180,000 on their portion and will pay for the Cities' portion of the work with the expectation the City will repay the School in FY20. The work is expected to be completed by August 17. Hatfield then reviewed some graphs presenting the financial health of the district.

Mayor Laughlin commented on his desire to see West Branch grow and felt utilizing TIF dollars would be a very good way to finance the growth. There was a discussion on the Building Incentive Program offered by the city and the need to have eligible home owners submit their reimbursement requests.

Superintendent Hatfield spoke about marketing the school as part of the website update it was doing. He discussed the need to make people in the area aware of the great teaching and progressive teaching occurring in the West Branch schools. There were comments about the city needing multifamily housing units.

Police Chief Horihan spoke about the cooperation between the Police Department and the school regarding Active Shooter Training, the School Resource Officer and Pipeline Safety Training. Superintendent Hatfield thanked Chief Horihan for his foresight in guiding the school in areas of safety improvement. Chief Horihan then responded that the Principals have been great and Superintendent Hatfield has been fantastic to work with.

Mayor Laughlin adjourned the meeting at 7:05 p.m. while the School Board members left the meeting.

The meeting resumed at 7:12 p.m.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

Erin Vincent gave a presentation on her business venture with Jerry Sexton at Cedar's Edge Golf Course. After much research, they believe they have finalized the drawings for the new club house. Her part of the business will host various types of events including weddings and receptions. The other portion will have a bar and restaurant. They expect that it will be sometime early next year before the facility opens.

PUBLIC COMMENT

Jodi Clemmons, 1897 Fox Avenue, West Branch, introduced herself as a candidate for the Iowa State House of Representatives. She is not accepting PAC money, only donations from individuals. She is holding "meet and greet" events every other weekend in an effort to meet the people of this district.

Gordon Edgar, 625 Garfield Road, West Branch, discussed the fact that a number of homeowners who are eligible for the city tax reimbursement in the Building Incentive Plan have not filed for reimbursement and

requested Council input on how they might like to see the homeowners informed. Responses ranged from sending a letter, to phone calls and presenting a fact sheet when the new homeowner signs up for city utilities.

Roger Essington, 212 Scott Drive, asked to have Nate Kass look at the Park Project for the possibility of doing something at the south end of the detention pond. Heavy rains cause ponding in his back lawn and he hopes something can be on the Park Project that will reduce the water flow to his lawn.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve minutes for City Council meeting April 2, 2018.

Resolution 1703 – A Resolution approving a contract with Eastern Iowa Brass Band for the 2018 Hoover’s Hometown Days celebration in the amount of \$3,500.

Motion to accept the resignation of Jacque Gutwein and approve the Library Board appointment of Lizabeth Osborne.

Motion to approve the appointments of Gerry Brick, Neil Gerot, and Ben Litscher to the West Branch Fire Department.

Approve Claims Report.

EXPENDITURES		4/16/2018
ALLIANT ENERGY	WATER TOWER	10,158.57
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	1,138.71
BP AMOCO	VEHICLE FUEL	140.52
BUSINESS RADIO SALES	RADIO REPAIRS	68.38
CAJ ENTERPRISES INC	ROAD STONE	79.10
CEDAR COUNTY RECORDER	RECORDING FEES	56.00
CJ COOPER & ASSOCIATES	DRUG TESTING	147.30
DEWEYS JACK & JILL	MAINTENANCE SUPPLIES	9.07
ELECTRIC PUMP INC	SERVICE CALL	664.20
FEHR GRAHAM	308 PARK IMP PEDERSEN VALLEY	5,316.25
FRONTLINE PLUS FIRE & RESC	ANNUAL SIREN CONTRACT	500.00
HOLLYWOOD GRAPHICS	JERSEYS	1,065.00
HUTCHCO, INC DBA ALLEGRA	BANNER	176.00
IOWA DEPARTMENT OF NATURAL	DW DIST 2 OP CERT	120.00
IOWA STATE UNIVERSITY, TRE	IOWA STATE UNIVERSITY, TREASUR	130.00
JC CROSS CO	BLOWER REPAIR	5,040.00
JOHNSON COUNTY REFUSE INC.	RECYCLING MAR 2018	3,857.00
JONES JANITOR SUPPLIES	JONES JANITOR SUPPLIES	115.00
KELLY TREE FARM LLC	TREES	10,347.00
KNOCHE, REBECCA	BLDG INCENTIVE REIMBURSEMENT	304.77
LACKENDER FABRICATIONS INC	EQUIPMENT REPAIR	670.00
LINN COUNTY R.E.C.	SECURITY LIGHTS & SIREN	155.30
LYNCH'S PLUMBING INC	SERVICE CALL	139.50
MARK E ADAMS	BLDG INCENTIVE REIMBURSEMENT	148.43
MENARDS	SUPPLIES	1,176.36
MIDWEST FRAME & AXLE	EQUIPEMENT REPAIR	518.44
MIKE OR LYN REDINGTON	BLDG INCENTIVE REIMBURSEMENT	770.77
PHYSIO-CONTROL INC	BATTERY	377.00
PITNEY BOWES PURCHASE POWE	REPLENISH POSTAGE METER	1,005.00
PLAY IT AGAIN SPORTS	YOUTH SPORTS SUPPLIES	670.17
PLUNKETT'S PEST CONTROL IN	PEST CONTROL-CITY OFFICE	95.18
PYRAMID SERVICES INC.	EQUIPMENT MAINTENANCE	67.87
QC ANALYTICAL SERVICES LLC	TRAINING	300.00
QUALITY ENGRAVED SIGNS	INK PAD	8.00
QUILL CORP	OFFICE SUPPLIES	122.62
REPUBLIC RESPONSEABILITY	SUPPLIES	1,948.00
RIVER PRODUCTS COMPANY INC	ROCK	109.95
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
SUMMIT COMPANIES	ANNUAL FIRE EXT SERVICE	338.00
TIPTON ELECTRIC MOTORS	MOTOR REPAIR	154.71
UPS	SEWER-SHIPPING	10.46
WEST BRANCH FORD	VEHICLE REPAIR	1,413.99
WEST BRANCH REPAIRS	VEHICLE REPAIRS	2,353.18
WEST BRANCH TIMES	LEGAL PUBLICATIONS-ADVERTISING	915.11
WEX BANK	VEHICLE FUEL	1,557.19
TOTAL		54,484.10

PAID BETWEEN MEETINGS

GALAXY CLEANING SERVICES	CLEANING SERVICE	1,278.66
HIME, JULIA	UTILITY REFUND	28.08
HULL, DINA	UTILITY REFUND	13.79
GILLESPIE, RUBY	UTILITY REFUND	65.07
IOWA INSURANCE DIVISION	ANNUAL CEMETERY FEES	76.00
US BANK EQUIPMENT FINANCE	COPIER LEASE	59.00
TOTAL		1,520.60
PAYROLL 4-6-8		41,934.01
TOTAL EXPENDITURES		97,938.71
FUND TOTALS		
001 GENERAL FUND	38,666.92	
022 CIVIC CENTER	1,112.97	
031 LIBRARY	6,118.40	
110 ROAD USE TAX	18,217.79	
112 TRUST AND AGENCY	4,414.91	
308 PARK IMP - PEDERSEN VALLEY	5,373.25	
310 COLLEGE STREET BRIDGE	44.00	
312 DOWNTOWN EAST REDEVELOPMENT	12.00	
600 WATER FUND	9,360.86	
610 SEWER FUND	14,617.61	
GRAND TOTAL	97,938.71	

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

PUBLIC HEARING/NON-CONSENT AGENDA

Motion to approve the quote from Full Compass Systems, Ltd for wireless microphone components. /Move to action.

Nick Shimmin explained that the wireless system would avoid the noise made by the fan in the projector next to the overhead microphone.

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

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

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

Resolution 1702, a resolution establishing a new reserve fund. /Move to action.

Edgar explained that he had received a call from a member of the "100+ Women" club of West Branch inquiring how they could donate money to the City for a splash pad in one of the City parks. In order to prevent the donation from being used for other purposes, a restricted fund needs to be established. After some discussion it was decided to call it the "Splash Pad Fund". Checks should be made payable to the City of West Branch and noted "Splash Pad Fund" on the memo line.

Motion by Miller, second by Stoolman to approve Resolution 1702. AYES: Miller, Stoolman, Ellyson, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1704, a resolution approving a contract for GIS services with Midland GIS Solutions. /Move to action.

Mayor Laughlin commented that the annual service was a little steep. Goodale explained this was for software updates and adding additional items to the data.

Motion by Ellyson, second by Goodweiler to approve Resolution 1704. AYES: Ellyson, Goodweiler, Pierce, Stoolman, Miller. NAYS: None. Motion carried.

Discussion item: Proposal to remove sidewalks and replace with sod in Heritage Square Park

Mayor Laughlin proposed removing the brick and concrete sidewalks and replacing them with grass. After much discussion, the consensus was to allow the sidewalks to remain and have the Public Works department do what is necessary to improve the lawn turf in the area.

CITY ADMINISTRATOR REPORT

City Administrator Jones reported that the Wastewater Task Group visited the Tipton East Lagoons to view the Nano2 process in action. The group has plans to visit Skokie, Illinois to view a Gross-Wen technology project at the end of April or early May.

CITY ATTORNEY REPORT

Attorney Olson reported that Croell Redi-Mix expects to begin operations at the new plant very soon. They had expected to be there this week but were unable to finish some work as anticipated.

CITY STAFF REPORTS

COMMENTS FROM MAYOR AND COUNCIL MEMBER

Councilperson Miller asked if city employees and volunteers could be used to assist the homeowners we are dealing with on nuisance abatement issues during the City-Wide Clean Up. The response was yes but there may not be enough time to put something together before May 5.

Councilperson Ellyson said that October of 2013 was when the City had engineering drawings prepared for the Poplar Street sidewalk.

Mayor Laughlin commented that we had a great TIF seminar last week and that he is going to advocate setting up several new TIF districts.

Councilperson Stoolman asked what the City was going to do about helping the Little Lights operation at Cedar's Edge. There was then discussion on what the City might do.

ADJOURNMENT

Motion to adjourn by Pierce, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:54 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk