

(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

**May 21, 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 and Brian Pierce were present. Jordan Ellyson was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, Park & Recreation Director Melissa Russell, Library Director Nick Shimmin and Police Chief Mike Horihan.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

Home Rule Proclamation - Mayor Laughlin reiterated the importance of the Home Rule in Iowa and shared that this year marks its fiftieth year of allowing local government municipal control of its cities. Laughlin then read the Home Rule proclamation.

Main Street Market Place Analysis – Kevin Rogers presented the survey and explained how the data was analyzed. Rogers said the survey results are available on the Main Street CDG website for further review.

Summer Library Programs – Library Director Nick Shimmin presented the library’s summer calendar and said their program kicks off June 1st. Shimmin invited the Council and community to an open house to meet the new youth librarian and wishing the current youth librarian, Becky Knoche best wishes on her new endeavors on Tuesday, May 29th at the library beginning at 7:00 p.m.

PUBLIC COMMENT

None.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve Meeting Minutes for City Council Meeting May 7, 2018.

Motion to approve the Appointment of Levi Kleinmeyer to the West Branch Fire Department as a Cadet.

Motion to approve the Class C Liquor License with Outdoor Service and Sunday Sales Privileges for Cedar’s Edge Golf Course Inc. located at 19 Greenview Ln, West Branch, IA 52358.

Motion to approve (Hoover’s Hometown Days) – Outdoor Liquor Permit Request for Brick Arch Winery located at 116 W. Main Street, West Branch, IA 52358.

Motion to approve the Home Rule Proclamation

Approve Claims Report.

EXPENDITURES

5/21/2018

ALLIANT ENERGY	WATER TOWER	9,330.83
AMAZON	BOOKS, PROGRAM SUPPLIES	198.53
BAKER & TAYLOR INC.	BOOKS	1,475.49
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	121.38
BP AMOCO	VEHICLE FUEL	403.48
BRET F STOUT	STREET REPAIR	795.00
CEDAR RAPIDS PHOTO COPY IN	COPIER MAINTENANCE	73.28
CHAUNCEY BUTLER POST 514	FLAGS	80.00
CJ COOPER & ASSOCIATES	DRUG TESTING	127.30
DEARBORN NATIONAL INSURANC	LIFE INSURANCE	68.15
DEMCO	PROGRAM SUPPLIES	176.93
EAST CENT INTERGOVT ASN.	GRANT WRITING CONTRACT	283.50
EBSCO INDUSTRIES, INC	MERCHANDISE CREDIT	695.67

FEHR GRAHAM	308 - PV PARK CONST MGMT	3,198.50
FRED'S FEED & SUPPLY LLC	SUPPLIES	17.13
GLOBAL SOFTWARE	TAC 10 MAINT 6-18 TO 5-19	1,272.00
HARRY'S CUSTOM TROPHIES LT	SOCCER MEDALS	165.00
HAWKINS INC	CHEMICALS	674.40
HOLLYWOOD GRAPHICS	SHIRTS	1,894.30
HY-VEE ACCOUNTS RECEIVABLE	CONCESSION SUPPLIES	87.45
IOWA ONE CALL	UTILITY LOCATION SERVICE	76.50
JC CROSS CO	BLOWER REPAIR	52.22
JOHN KEVIN DOLAN	LIBRARY PROGRAM	350.00
JOHNSON COUNTY REFUSE INC.	RECYCLING APR 2018	4,285.25
KELTEK INC	TOUGHBOOK COMPUTERS	10,089.93
KINGDOM GRAPHICS LLC	VEHICLE DECALS	100.00
LENOCH & CILEK	TREE INSTALLATION	26.97
LYNCH'S PLUMBING INC	VACCUM TRUCK RENTAL	1,854.00
MENARDS	SUPPLIES	83.90
OASIS ELECTRIC LLC	SERVICE CALL	70.00
PLUNKETT'S PEST CONTROL IN	PEST CONTROL CITY OFFICE	95.18
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	781.00
RIVER PRODUCTS COMPANY INC	ROADSTONE	316.02
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
UNITED LABORATORIES	MAINTENANCE SUPPLIES	1,269.80
UPS	SEWER-SHIPPIING	21.82
US BANK CORPORATE CARD	OFFICE & PROGRAM SUPPLIES	1,170.01
USA BLUE BOOK	MAINTENANCE SUPPLIES	198.12
WALMART COMMUNITY/RFCSLLC	DVDS, PROGRAM & MAINT SUPPLIES	239.23
WATER SOLUTIONS UNLIMITED	PHOSPHATE	2,635.00
WELLMARK	CREDIT- HEALTH INSUROR FEES	13,399.74
WEST BRANCH TIMES	ADVERTISING/LEGAL PUBLICATION	626.16
WEX BANK	VEHICLE FUEL	1,701.52
TOTAL		60,606.69
PAYROLL	5/18/2018	55,633.81
PAID BETWEEN MEETINGS		
NEEDHAM EXCAVATING, INC.	308-PV PARK CONSTRUCTION	276,843.04
GRAND TOTAL EXPENDITURES		393,083.54

FUND TOTALS		
001 GENERAL FUND		47,648.32
022 CIVIC CENTER		580.89
031 LIBRARY		9,290.65
110 ROAD USE TAX		4,913.43
112 TRUST AND AGENCY		20,585.42
308 PARK IMP - PEDERSEN VALLEY		280,041.54
600 WATER FUND		17,396.21
610 SEWER FUND		12,627.08
GRAND TOTAL		393,083.54

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

Public Hearing: A Public Hearing on Amending the Current Budget for the Fiscal Year Ending June 30, 2018.

Laughlin opened the public hearing at 7:37 p.m. There were no public comments. Laughlin closed the public hearing at 7:38 p.m.

Resolution 1713 – Amending the Current Budget for the Fiscal Year Ending June 30, 2018./Move to action.

Edgar explained the general government expenses increased due to costs associated with replacing the city administrator. Debt Service expense increased due to payments required on loans obtained after the FY18 budget was completed and revenue increased due to increasing our bond issuance above the budget amount.

Motion by Miller, second by Goodweiler to approve Resolution 1713. AYES: Miller, Goodweiler, Stoolman, Pierce. Absent: Ellyson. NAYS: None. Motion carried.

Resolution 1714 – Authorizing the Transfer of Funds./Move to action.

Motion by Goodweiler, second by Miller to approve Resolution 1714. AYES: Goodweiler, Miller, Stoolman, Pierce. Absent: Ellyson. NAYS: None. Motion carried.

First Reading, Ordinance 751, amending Chapter 69 – Parking Regulations./Move to action.

Chief Horihan said he notified area businesses about the ordinance change and had only received positive comments.

Motion by Pierce, second by Goodweiler to approve first reading of Ordinance 751. AYES: Pierce, Goodweiler, Stoolman, Miller. Absent: Ellyson. NAYS: None. Motion carried.

First Reading, Ordinance 752 amending Chapter 76 - Bicycle Regulations./Move to action.

Motion by Goodweiler, second by Pierce to approve first reading of Ordinance 752. AYES: Goodweiler, Pierce, Stoolman, Miller. Absent: Ellyson. NAYS: None. Motion carried.

First Reading, Ordinance 753 amending Chapter 65 – Stop or Yield Required./Move to action.

Chief Horihan stated that three additional stop signs had already been placed at the intersection of West Orange Street and Ridge View Drive. He further explained that when the streets were extended, the intersection was intended to be a four way stop, but only one sign had been posted. In reviewing the Code, it was determined that the intersection had not been added to Chapter 65 and therefore not enforceable.

Motion by Goodweiler, second by Stoolman to approve first reading of Ordinance 753. AYES: Goodweiler, Stoolman, Miller, Pierce. Absent: Ellyson. NAYS: None. Motion carried.

Miller motioned to collapse the second and third reading of Ordinance 753 since the signs have been posted and the issue resolved. Motion by Miller, second by Stoolman. AYES: Miller, Stoolman, Pierce, Goodweiler. Absent: Ellyson. NAYS: None. Motion carried.

Motion by Pierce, second by Goodweiler to approve the second and third reading of Ordinance 753. AYES: Pierce, Goodweiler, Miller, Stoolman. Absent: Ellyson. NAYS: None. Motion carried.

**ORDINANCE 753
ORDINANCE REGULATING STOP OR YIELD REQUIRED**

WHEREAS, the City of West Branch, Iowa has jurisdiction to establish and designate Stop and /or Yield on through streets; and

WHEREAS, Stop or Yield required shall mean, every driver of a vehicle shall stop unless a yield is permitted by this ordinance before entering an intersection identified in this ordinance; and

WHEREAS, the City Council has heretofore deemed it necessary and desirable to pass legislation regulating the no parking zones within the City.

NOW, THEREFORE, BE IT ORDAINED, that:

1. Amendment. Section 65.02 of the Code of Ordinances is hereby adding subsection fifty-Seven (57) with the following:

57. On Orange St and Ridge View Dr. at the intersection of Ridge View Dr. and Orange St.

2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

First reading: May 21, 2018

Second reading: May 21, 2018

Third Reading: May 21, 2018

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, Deputy City Clerk

Motion to Approve Simply Summer Special Event Application./Move to action.

Parks & Recreation Director Russell said that although the application was received late and changes to the plan were made to disallow camping, she had no concerns with the event. Russell further stated that the event would have little to no impact on city resources.

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

Discussion Item: Hoover Hometown Days Update and Schedule.

Russell updated the Council on Hoover's Hometown Days planning and schedule and stated that new entertainment would be hitting the stage but no other major changes would occur. Russell encouraged all vendors and parade participants to sign up early.

Resolution 1715 – A Resolution Approving Various Contracts for the Hoover Hometown Days Celebration in the Amount of \$800./Move to action.

Motion by Pierce, second by Goodweiler to approve Resolution 1715. AYES: Pierce, Goodweiler, Miller, Stoolman. Absent: Ellyson. NAYS: None. Motion carried.

Resolution 1716 – A Resolution Approving Engineering Services Agreement for 2018- 2019 Bridge Inspection and Rating./Move to action.

Motion by Goodweiler, second by Stoolman to approve Resolution 1716. AYES: Goodweiler, Stoolman, Pierce, Miller. Absent: Ellyson. NAYS: None. Motion carried.

Resolution 1717 – Approving the Main Street Iowa Program Agreement./Move to action.

Motion by Stoolman, second by Miller to approve Resolution 1717. AYES: Stoolman, Miller, Pierce, Goodweiler. Absent: Ellyson. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reported on the Gross-Wen Technologies in Skokie, Illinois site visit as compared to the Nano2 technology pilot project in Tipton. Both systems have beneficial components but Tipton's pilot program did show a significant reduction in sludge which generates high levels of ammonia which is of concern with the City's current system. Jones said the task group will be looking at financing strategies and potential pilot projects to meet DNR requirements.

Jones also reported that he had met with the partners of Little Lights on the Lane and Cedar's Edge to prepare a proposal to be presented to the Council in June.

Jones also shared a letter from Crestview Care Initiatives on concerns over screening from Cubby Park. Additional City Administrator reports can be found on the city's website.

CITY ATTORNEY REPORT

Olson reported that he had not heard back from French Renneker yet on the engineering services performed for the West Branch Village project. He also said that he was still working on updating the Urban Renewal Plan and it was almost ready for Council approval.

COMMENTS FROM MAYOR AND COUNCIL MEMBER

Laughlin said he would like to get moving on the Croell site clean-up as soon as possible. He said that now that Croell has vacated the property, it is in need of grading and removal of the concrete. Laughlin suggested working with a local excavator who has the proper equipment to help with the cleanup and possibly crushing the concrete into gravel for future use or sale to help offset the cleanup costs. Laughlin asked on the status of the land exchange time frame. Olson responded that the new facility has not passed its final inspection and therefore deeds cannot be transferred until the occupancy permit has been issued.

Stoolman asked if there was any money put aside to install welcome signs to West Branch similar to the one by the high school. Rogers, Executive Director of CDG stated that recently their group had been bequeathed a sum

of money from a local resident to put toward a new sign on the entrance to the City from the interstate. Rogers was not able to give any additional information at this time. Stoolman also asked why the City Office did not have a Facebook page. She commented that most residents rely on social media to get news and asked that one be created since most all of the other departments of the City already have one too. Other Council members agreed and directed staff to move forward with the idea.

Goodweiler asked for a status update on the old Casey's building on East Main Street. Olson said that Casey's was required to clean-up the contamination and that is most likely preventing the sale of the building.

ADJOURNMENT

Motion to adjourn by Pierce, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:34 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk