



West Branch City Council  
City Administrator's Report  
4/16/18

**Pending Action Items:**

The Wastewater Task Group – The task group visited Tipton East Lagoons to view the Nano2 process in action. The Nano2 infusion technology provides enhanced levels of dissolved oxygen for increased biological activity, which in turn results in enhanced sludge digestion by the enzymes (also known as “bugs”). This sludge reduction through this process can result lower levels of Ammonia, E.coli, and BODs. What are BOD's - Biochemical Oxygen Demand or Biological Oxygen Demand, BOD are used extensively for wastewater treatment, in determining the decomposition rate of organic waste by microorganisms in the treatment process. In other words, BOD's are the measurement of the amount of dissolved oxygen (DO) that is used by aerobic microorganisms when decomposing organic matter in water. BOD is an important water quality parameter because it provides an index to assess the effect discharged wastewater will have on the receiving environment (rivers, streams, and/or creeks). The higher the BOD value, the greater the amount of oxygen consuming bacteria. If the rate of DO consumption by bacteria exceeds the supply of DO from aquatic plants, algae photosynthesis or diffusing from air, unfavorable conditions occur. Depletion of DO causes stress on aquatic organisms, making the environment unsuitable for life. Further, dramatic depletion can lead to hypoxia or anoxic environments.

We are working on dates to tour the Gross Wen Stokie Illinois project for the last week of the month. We were also informed that Cresco, Iowa has just started a pilot project using the Gross Wen Algae Technology.

**Report from the Desk of the City Administrator:**

- Joint Meeting with the School Board.
  - Poplar Street Resurfacing / Sidewalk
  - School Safety / Resource Officer(s)
  - Active Shooter Training (State Mandate?)
  
- Cubby Park thus far has had mixed weather in order to work in. At times it has been too muddy a Cubby Park for the contractors to work. At this time the city has not received the first pay estimate from this project. I expect the first pay estimate will be received in the month of May. We believe all but one of the subcontractors have provided there insurance certifications. That is the landscaper, so we have time to continue working on that. The city attorney has advised that this was sufficient enough to issue the Notice to proceed to get this project underway.
  
- Being in Hawkeye Country, this is likely one of those facts that “You really didn’t want to know”, but in addition to making it to the Final Four Men’s Basketball Tournament this year;

“The University of Kansas has also been distinguished in 2019 edition of U.S. News & World Report’s “Best Graduate Schools” rankings as having the #1 City Management and Urban Policy Graduate School in the country. It should also be noted KU has held this designation for over 20 years (since the ranking added the language of public policy and 40 years before that). *“One of the reasons the KU program has been so successful over the years is due to its ability use and incorporate intern or residency experience into the learning process.”*

- Matt Horihan is a Master’s Degree Candidate with Drake University with Grade Point Average 3.58 / 4.00; he has experience in human resources with focus in staffing, labor-related services, health care, and employee benefits. Matt has been Gracious enough to offer his service free of charge. And I have committed to him to enhance his Master Degree Curriculum with a practicum learning experience that will not only assist his earned credit hours toward getting his MPA, but to also provide him with real world experience that will assist his marketability in the city management industry.

#### **Follow up / Reminder Items:**

- ***Gordon’s Update:*** The West Branch Building Incentive Program provides up to \$5,000 in property tax rebates as well as reduced permit fees and free water and sewer hook-ups. The program was developed by a group of builders, realtors, bankers, and associated professionals who reside and work professionally in the West Branch Community. The program provides discounted building permits and free water and sewer hook-ups. After the homeowner receives an occupancy permit, that homeowner is eligible to receive a 100% rebate on the City of West Branch portion of the homeowner’s tax bill. The rebate is available for up to \$5,000 or five years from the date of the occupancy permit, whichever comes first

#### **Events / Scheduled Meetings:**

- ***City-Wide Clean-Up (May 5<sup>th</sup>)*** – West Branch City-Wide Clean Up days is held twice a year on the 1st Saturday in May and the 1st Saturday in October from 7:00 a.m. to 11:00 a.m. The Clean Up is held at the Water Street Parking Lot, across from the Fire Station. Residents are encouraged to bring unwanted items to this location. There will be a **\$10.00 charge for household appliances**. Acceptable items (not all inclusive): Furniture Televisions Steel Carpet Bicycles Broken toys Clothing Other household unused/unwanted items Etc. Items not accepted include: Appliances include: (\$10 charge per item) businesses bringing items washing machines commercial appliances dryers construction debris television sets household garbage a/c units large metal items printers paint or toxic waste computers tires lawn mowers (gas must be drained) yard waste For questions regarding items not listed above, please call the City Office at (319) 643-5888 or Johnson County Refuse at (319) 665-4498.

#### **Things on the Horizon**

- Wastewater Task Group Activities (working)
- Flex time / Comp time Policy
- In-House Classification Analysis
- Department Evaluations (working)
- Updated Staff Work Plans
- Fee Schedule Adjustments (working)
- Update our Urban Renewal Plan (working)
- Cubby Park (working)
- College Street
- Strategy / Action Plan West Village Pedestrian Bridge (working)
- Fire Truck Sell (working)