

(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

**July 23 2018
7:00 p.m.**

Mayor Pro Tem Miller called the West Branch City Council meeting to order at 7:00 p.m. Mayor Pro Tem Miller then invited the Council, Staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Council members: Jodee Stoolman, Jordan Ellyson, and Nick Goodweiler were present. Mayor Roger Laughlin and Brian Pierce were absent. Miller welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Gordon Edgar, Park & Recreation Director Melissa Russell, Public Works Director Matt Goodale, and Police Chief Mike Horihan.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

New School Superintendent

Mr. Marty Jimmerson, the new West Branch Community School superintendent, introduced himself to the Council. He spoke briefly about his family and the school districts he served previously. He said he looks forward to building on the relationship the school has with the City.

PUBLIC COMMENT

There were no public comments.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to Approve Meeting Minutes for City Council Meeting July 9, 2018.

Motion to Approve Street Closures for the 2018 Hoover’s Hometown Days Celebration.

Motion to Approve Class C Liquor (LC) (Commercial) with Outdoor Service and Sunday Sales Privileges for Mexico Lindo, Inc., DBA: Mexico Lindo Grill and Cantina; Located at 318 E. Main Street – Pending Dram.

Motion to Approve “The Down Under” – Outdoor Service Permit for August 3rd to 5th, 2018.

Motion to Approve Claims Report.

EXPENDITURES	7/23/2018	
ALLIANT ENERGY	UTILITY SERVICE	8,705.94
ALPHA GRAPHICS	HHTD POSTERS	80.38
BAKER & TAYLOR INC.	BOOKS	1,173.76
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	292.13
BUSINESS RADIO SALES	RADIO REPAIRS	69.90
CEDAR COUNTY AUDITOR	DISASTER SERVICES ASSESSMENT	8,351.25
CEDAR COUNTY AUDITOR	SOLID WASTE ASSESSMENT	14,331.78
CEDAR COUNTY RECORDER	RECORDING FEES	68.00
CEDAR RAPIDS PHOTO COPY INC	COPIER MAINTENANCE	83.36
CENTURION/VERSANT	SOFTWARE LICENSE RENEWAL	88.00
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	39.15
DEMCO	SUPPLIES	108.16
DEWEYS JACK & JILL	MAINTENANCE & PROGRAM SUPPLIES	81.34
EASTERN IOWA BRASS BAND	HHTD - ENTERTAINMENT BAL DUE	2,000.00
F&B COMMUNICATIONS INC	F&B COMMUNICATIONS INC	46.31
FEHR GRAHAM	308 - CONST SERVICE	7,890.75
GRIMM, DAVID E	HHTD - PONY RIDES	1,200.00
HOTSY CLEANING SYSTEMS	SUPPLIES	614.86
IMWCA	WORK COMP INSTALLMENT	2,024.00
IOWA ONE CALL	LOCATION SERVICE	62.10
JASON WELLS	HHTD - DJ SERVICES	400.00
JEREMY M BOEKELMAN	HHTD-INFLATBLES ENTERTAINMENT	11,250.00
JOHNSON COUNTY REFUSE INC.	RECYCLING JUNE 2018	3,914.00
LAHR, CHARLES J	HHTD - ENTERTAINMENT	600.00
MACH 3 ENTERPRISES	HHTD ENTERTAINMENT	500.00
MEDIACOM	CABLE SERVICE	40.90
MIDLAND GIS SOLUTIONS, LLC	GPS DATA COLLECTION-WATER	10,487.00
MISCELLANEOUS VENDOR	R ROOD:TEMP EASEMENT	960.00
MUNICIPAL SUPPLY INC.	SUPPLIES	690.00
NEEDHAM EXCAVATING, INC.	308 PV PARK CONST	247,973.87

NICHOLAS HIPPERT	HHTD ENTERTAINMENT	200.00
OVERDRIVE INC	FY19 BRIDGES CONTENT FEE	541.86
PITNEY BOWES PURCHASE POWER	PITNEY BOWES PURCHASE POWER	500.00
PLUNKETT'S PEST CONTROL INC	PEST CONTROL	95.18
PYRAMID SERVICES INC.	MAINTENANCE SUPPLIES	225.43
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	889.00
QUILL CORP	BATTERY	107.69
RIVER PRODUCTS COMPANY INC	ROADSTONE	426.11
ROSTER'S ULTIMATE RACING	HHTD ENTERTAINMENT- BAL DUE	600.00
STATE HYGIENIC LAB	LAB ANALYSIS	52.00
STATE LIBRARY OF IOWA	FY19 BRIDGES E-BOOK PLAT FEES	60.00
STRATEGIC TRAINING INITIATIVE	HHTD ENTERTAINMENT BAL DUE	262.50
TRANS-IOWA EQUIPMENT INC	REPAIR PARTS	1,320.26
UNITED LABORATORIES	CHEMICALS	367.84
UPS	SEWER - SHIPPING	21.82
USA BLUE BOOK	SUPPLIES	165.68
VERIZON WIRELESS	WIRELESS SERVICE	873.16
WALMART COMMUNITY/RFCSLLC	BOOKS, PROGRAM SUPPLIES	224.60
WEST BRANCH REPAIRS	BATTERIES	530.90
WEX BANK	VEHICLE FUEL	1,558.83

TOTAL 333,149.80

PAYROLL 7/13/2018 43,063.83

PAID BETWEEN MEETINGS

ALLIANT ENERGY	WATER TOWER, HHTD, LIONS FLD UTILS	125.48
BP AMOCO	VEHICLE FUEL	690.83
CEDAR COUNTY CLERK OF COURT	COURT COSTS	127.50
HD CLINE COMPANY	CUB CADET LAWN MOWERS	20,400.00
IOWA CITY PRESS-CITIZEN	SUBSCRIPTION	219.02
IOWA DEPT OF NATURAL RESOURCES	COLLEGE STREET BRIDGE DPDES PERMIT	175.00
LENOCH AND CILEK	SUPPLIES	143.94
ROSTER'S ULTIMATE RACING	DEPOSIT ON HHTD ENTERTAINMENT	200.00
UPS	SHIPPING	10.91

TOTAL 22,092.68

GRAND TOTAL EXPENDITURES 398,306.31

FUND TOTALS

001 GENERAL FUND	86,481.99
022 CIVIC CENTER	467.28
031 LIBRARY	8,175.59
036 TORT LIABILITY	1,920.41
110 ROAD USE TAX	5,631.75
112 TRUST AND AGENCY	4,654.03
308 PARK IMP - PEDERSEN VALLEY	255,864.62
310 COLLEGE STREET BRIDGE	1,135.00
600 WATER FUND	22,455.07
610 SEWER FUND	11,520.57
GRAND TOTAL	398,306.31

REVENUE-FISCAL YEAR 2018		
FUND	MAY	JUNE
001 GENERAL FUND	182,646.57	76,082.58
022 CIVIC CENTER	329.03	75.33
031 LIBRARY	1,774.31	512.11
036 TORT LIABILITY	1,247.47	445.27
110 ROAD USE TAX	27,902.21	22,692.34
112 TRUST & AGENCY	4,744.69	1,693.54
119 EMERGENCY TAX FUND	705.10	251.73
121 LOCAL OPTION SALES TAX	17,420.68	17,420.68
125 TIF	10,370.70	964.96
160 REVOLVING LOAN FUND	2,251.90	1,726.90
226 DEBT SERVICE	480,339.34	1,702.34
308 PARK IMP - PEDERSEN VALLEY		25,000.00
500 CEMETERY PERPETUAL FUND	156.36	394.88
501 KROUTH PRINCIPAL FUND		210.85
502 KROUTH INTEREST FUND	0.18	43.31
600 WATER FUND	43,924.51	47,354.63
603 WATER SINKING FUND	4,761.25	5,335.36
610 SEWER FUND	32,013.62	36,777.57
740 STORM WATER UTILITY	4,585.45	4,598.39
TOTAL	815,173.37	243,282.77

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

PUBLIC HEARING / NON-CONSENT AGENDA

Third Reading, Ordinance 755, Amending Chapter 165 - Planned Unit Development. /Move to action.

Motion by Goodweiler, second by Stoolman to approve third reading of Ordinance 755. AYES: Goodweiler, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

Second Reading, Ordinance 756 Amending Chapter 92 – Water Rates Code of Ordinances (sec. 92.05 entitled: “Service Discontinued”). / Move to action.

Motion by Ellyson, second by Stoolman to approve second reading of Ordinance 756. AYES: Ellyson, Stoolman, Goodweiler, Miller. Absent: Pierce. NAYS: None. Motion carried.

Second Reading, Ordinance 757 Amending Chapter 70 – Traffic Code Enforcement Procedures (section 70.30 entitled: “Parking Violations: Alternate”). / Move to action.

Motion by Goodweiler, second by Ellyson to approve second reading of Ordinance 757. AYES: Goodweiler, Ellyson, Miller, Stoolman. Absent: Pierce. NAYS: None. Motion carried.

Second Reading, Ordinance 758 Amending Chapter 80 – Abandoned Vehicles (sec. 80.06 entitled: “Fees for Impoundment”). / Move to action.

Motion by Stoolman, second by Goodweiler to approve second reading of Ordinance 758. AYES: Stoolman, , Goodweiler, Miller, Ellyson. Absent: Pierce. NAYS: None. Motion carried.

Second Reading, Ordinance 759 Amending Chapter 122 – Peddlers, Solicitors and Transient Merchants. / Move to action.

Motion by Stoolman, second by Ellyson to approve second reading of Ordinance 759. After some discussion on what the Council should do with the Ordinance, Stoolman then withdrew her motion to approve, Ellyson agreed to withdraw her second. Ellyson then moved to table the ordinance, second by Goodweiler. AYES: Ellyson, Goodweiler, Stoolman, Miller. Absent: Pierce. NAYS: None. Motion carried and the ordinance was tabled.

Resolution 1728 – Approving an Agreement with Veenstra & Kimm Inc. for Engineering Services to prepare a Wastewater Treatment Facility Plan/ Move to action.

City Engineer Schechinger presented the process that will be followed to produce a Facility Plan. Mayor Pro Tem Miller announced that West Branch Village will contribute \$5,000 toward the cost of the plan.

Motion by Ellyson, second by Goodweiler to approve Resolution 1728. AYES: Ellyson, Goodweiler, Miller, Stoolman. Absent: Pierce. NAYS: None. Motion carried.

Resolution 1729 – Approving Change Order #4 for \$10,000-\$40,000 (based on option chosen) for Additional Waterway Grading and Clearing & Grubbing for the Cubby Parks Improvement Project/ Move to action..

Cody Buelt of Fehr Graham discussed the items to be considered for each option. The Council agreed to the \$40,000 option and to have Melissa Russell and Matt Goodale designate which trees to remove.

Motion by Stoolman, second by Goodweiler to approve Resolution 1729. AYES: Stoolman, Miller, Ellyson. Absent: Pierce. NAYS: Goodweiler. Motion carried.

Discussion Item: Discussion regarding a Staff Plan to Maintain City Owned Alleys.

Public Works Director Matt Goodale discussed some of the issues associated with the city owned alleys, such as what would happen if they were vacated, issues between neighbors, gravel getting washed into the streets during heavy rains and having an asphalt overlay applied. He will be obtaining quotes for the asphalt overlay. Council person Miller said he would like to see a plan that involved maintaining both streets and alleys.

Discussion Item: The West Branch Meadows Subdivision is beginning their planning process for phase 4 of their development. It is requiring decisions regarding aging sewer infrastructure.

Brad Larson presented KLM documents on the lots they want to develop and some revenue projections on the tax revenue the City would receive. Brad would like to see KLM pay for the sewer improvements required to allow all of the lots to be available for sale immediately with the City reimbursing KLM over a period of years for those improvements. If the City does not agree to the reimbursement agreement. KLM will need to complete the project over a longer period of time as permitted by their cash flows. Brad concluded the presentation by saying that KLM will go to the P & Z meeting on July 24th and if they receive approval, will come back to the City Council as quickly as possible to obtain an agreement with the City.

Discussion Item: 28 E Agreement with West Branch School for a radar Speed Sign.

City Administrator Jones said he had received complaints about speeding in the high school area. Chief Horihan said he recommended a \$3,100 sign. Superintendent Jimmerson, in an email, reported that the school board approved the \$3,100 sign and would share in the purchase and maintenance of it. The City will develop the 28 E agreement.

CITY ADMINISTRATOR REPORT

Jones reported Gross-Wen Technologies has forwarded their proposal for a revolving Algal Biofilm System for Ammonia Removal to be considered in the planning process for the new Sewage Treatment Facility. He also reported that the City received a six-month extension to complete the letting of the College Street Bridge Project. This will allow the City to complete work on the revised Urban Renewal Plan and include items in our next TIF request that are required for the bridge project.

CITY ATTORNEY REPORT

Attorney Olson reported that the nuisance abatement trial has been scheduled for August 29. He also said that he submitted the four page legal description of the Croell property to their attorney and expecting the deed for the city any day now.

STAFF REPORTS

There were no staff reports

COMMENTS FROM MAYOR AND COUNCIL MEMBER

No Comments.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:40 p.m.

Colton Miller, Mayor Pro Tem

ATTEST: _____

Gordon R. Edgar, Deputy City Clerk