

(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

**August 6, 2018
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin 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: Colton Miller, Jodee Stoolman, Jordan Ellyson, and Nick Goodweiler were present. Brian Pierce was absent. Laughlin 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

Boy Scouts-Dog Park Sign Project

Boy Scout Josh Heilman spoke to the City Council about installing a sign at the Dog Park. It will be his Eagle Scout project. The project will be located on land owned by Cedar County and managed by the Cedar County Conservation Board. He will receive support from the Conservation Board in the form of mulch, concrete, and trees. He still needs to obtain approval from the Boy Scout Council but hopes to have the project completed by mid-October.

Real Colors Communication

Administrator Redmond Jones spoke to the Council about using the Real Colors personality assessment tool. He explained it was a tool to help understand how to communicate with individuals who are classified as having the various “color” personalities.

PUBLIC COMMENT

There were no public comments.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to Approve Meeting Minutes for City Council Meeting July 23, 2018.

Motion to Approve Street Closures for the West Branch Lions Club and Hoover Presidential Foundation.

Motion to Approve Street Closures for the All Sports Boosters.

Motion to Approve Class C Liquor (LC) (Commercial) with Outdoor Service and Sunday Sales Privileges for Thirsty on 30 Inc. DBA Thirsty on 80; Located at 711 S Downey Street – Pending Dram.

Motion to Approve Claims Report.

EXPENDITURES

8/6/2018

AERO RENTAL INC	EQUIPMENT RENTAL	225.85
AMAZON	BOOKS AND SUPPLIES	420.20
BAKER & TAYLOR INC.	BOOKS	640.04
BEAN & BEAN	GRAVE OPENINGS	1,650.00
BIBLIONIX	APOLLO SUBSCRIPTION	1,809.10
BROWN'S WEST BRANCH	VEHICLE REPAIR	576.25
CAJ ENTERPRISES INC	HAULING-ROCK & COLD MIX	449.38
CHIEF SUPPLY CORPORATION	UNIFORMS	103.00
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	134.23
DIAMOND VOGEL PAINTS	STREET PAINT	779.20
EAST CENT INTERGOVT ASN.	GRANT WRITING SERVICES	243.00
EVER-GREEN LANDSCAPE NURSE	PLAYGROUND CHIPS	704.00
HAWKINS INC	SUPPLIES	352.30
HD CLINE COMPANY	REPAIR PARTS	263.09
HOLLYWOOD GRAPHICS	HHTD BANNERS	1,372.00
IOWA DEPARTMENT OF NATURAL	NPDES FEE 7-1-18 TO 6-30-18	210.00
ISWEP	ANNUAL DUES	525.00
JOHN DEERE FINANCIAL	CLOTHING ALLOWANCE	455.94
L. L. PELLING CO. INC	COLD MIX	1,295.40
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,279.94
LOST ISLAND WATER PARK INC	DAY CAMP ACTIVITY	771.30

MATT PARROTT/STOREY KENWORTHY	RECEIPT BOOKS	200.00
OASIS ELECTRIC LLC	HHTD - NEW OUTLET	818.29
PORT 'O' JONNY INC.	SERVICE - WAPSI PARK	180.00
RACOM CORPORATION	VEHICLE MAINTENANCE	275.40
SHRED-IT USA	DOCUMENT DESTRUCTION SERVICE	95.90
STATE LIBRARY OF IOWA	DATABASE SUBSCRIPTION FEE	164.32
UNIFORM DEN INC.	UNIFORMS	106.25
USA BLUE BOOK	SUPPLIES	298.67
VEENSTRA & KIMM, INC.	ZONING MAP UPDATES	9,321.69
WEST BRANCH COMMUNITY SCHOOL	GYM RENT MEN'S BASKETBALL	890.00

TOTAL 26,609.74

PAYROLL 7/27/2018 56,435.89

PAID BETWEEN MEETINGS

COPYWORKS	POLICIES & PROCEDURES BOOKS	29.70
RANDY'S CARPETS	CARPET	7,000.00
UPS	SEWER-SHIPPING	21.82
BODY SOUND LLC	HHTD SOUND & LIGHTS	1,050.00
BRICK, LESLIE	FINANCE TRAINING	223.53
JULIE HIME	VIDEOGRAPHY SERVICES	150.00
HY-VEE	CONCESSION MERCHANDISE	297.68
KNOCHE, REBECCA	VIDEOGRAPHY SERVICES	75.00
UPS	SEWER-SHIPPING	10.91
US BANK CORPORATE CARD	CONCESSION MDSE, TRAINING	1,149.41

TOTAL 10,008.05

GRAND TOTAL EXPENDITURES 93,053.68

001 GENERAL FUND	35,079.58
022 CIVIC CENTER	43.18
031 LIBRARY	15,442.58
110 ROAD USE TAX	7,139.32
112 TRUST AND AGENCY	13,693.62
310 COLLEGE STREET BRIDGE	3,592.60
600 WATER FUND	7,812.04
610 SEWER FUND	9,139.56
740 STORM WATER UTILITY	1,111.20

GRAND TOTAL 93,053.68

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

PUBLIC HEARING / NON-CONSENT AGENDA

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

ORDINANCE NO. 756

AN ORDINANCE AMENDING CHAPTER 92 OF THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA.

WHEREAS, the City Administration has been updating the City’s rates and fees that have remain unchanged for numerous years; and

WHEREAS, the City Administration recommends the following fee increase for water disconnection and service connections.

NOW, THEREFORE, BE IT ORDAINED:

- Amendment. Section 92.05(4) of the Code of Ordinances is hereby deleted in its entirety and replaced with the following:
“4. *Fees.* A fee of fifty dollars (\$50.00) shall be charged before service is restored to a delinquent customer account during normal business hours and a fee of seventy-five dollars (\$75.00) shall be charged before service is restored to a delinquent customer account during non-business hours. No fee will be charged for the usual and customary trips in the regular change of occupancies of properties.”
 - Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.
 - 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.
 - Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.
- First reading: July 9, 2018
Second reading: July 23, 2018
Third Reading: August 6, 2018

Roger Laughlin, Mayor

ATTEST: _____
Gordon Edgar, Deputy City Clerk

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

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

ORDINANCE NO. 757

AN ORDINANCE AMENDING CHAPTER 70 OF THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA.

WHEREAS, the City Administration has been updating the City’s rates and fees that have remain unchanged for numerous years; and

WHEREAS, the Police Chief recommends changing the illegal parking in a parking space for persons with disabilities in accordance with state code.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 70.02 of the Code of Ordinances is hereby deleting reference to “one hundred dollars (\$100.00) and replacing it with the words “two hundred dollars (\$200.00).

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: July 9, 2018

Second reading: July 23, 2018

Third Reading: August 6, 2018

Roger Laughlin, Mayor

ATTEST:

Gordon Edgar, Deputy City Clerk

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

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

ORDINANCE NO. 758

AN ORDINANCE AMENDING CHAPTER 80 OF THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, IOWA.

WHEREAS, the City Administration has been updating the City’s rates and fees that have remain unchanged for numerous years; and

WHEREAS, the Police Chief recommends changing the impoundment fees for vehicles to more reflect the actual costs of impoundment.

NOW, THEREFORE, BE IT ORDAINED:

1. Amendment. Section 80.06 of the Code of Ordinances is hereby deleting reference to “three dollars (\$3.00)” and replacing it with the words “thirty-five dollars (\$35.00).”

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: July 9, 2018

Second reading: July 23, 2018

Third Reading: August 6, 2018

Roger Laughlin, Mayor

ATTEST:

Gordon Edgar, Deputy City Clerk

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

Resolution 1730 – A Resolution approving Partial Pay Estimate #4 in the amount of \$221,684.85 to Needham Excavating Inc. for the Cubby Park Improvements Project./ Move to action..

Cody Buelt of Fehr Graham spoke about the work completed since the last Council Meeting. Numerous load tickets for the sub-base rock have been received and paid for, fences have been installed around the fields, foul poles and batting cages have been installed. Councilperson Stoolman inquired about the amount the City would be billed for the grading and tree removal work that had been done along the creek. Buelt said he hoped to have those figures by the next Council meeting.

Motion by Ellyson, second by Goodweiler to approve Resolution 1730. AYES: Ellyson, Goodweiler, Miller, Stoolman. Absent: Pierce. NAYS: None. Motion carried.

Discussion Item: Early/initial impressions of Hoover Hometown Days. (A full debrief to come later).

Mayor Laughlin commented that he thought things went well. The city workers did a great job he said. Administrator Jones said he received a lot of positive feedback on the fireworks. The fireworks debris came down outside of the planned zone and that may have been due to the stronger than normal winds we experienced. He also gave kudos to the community for donations exceeding \$20,000 this year which was a record.

Discussion Item: Staff is considering putting out to bid property nuisance cleaning services for severe cases.

Administrator Jones spoke about getting bids from vendors to clean up nuisance properties, rather than use City staff to perform the work. The pros and cons were discussed and the Council agreed the concept is acceptable. Councilperson Miller said he received comments from residents that the city is not doing enough to clean up nuisances. There was discussion on policies and procedures that should be changed to reduce the time period before the city can take action on a nuisance.

CITY ADMINISTRATOR REPORT

Jones reviewed the report he had sent to the Council. It contained pictures of the City's fire truck that is being assembled as well as information on the grants being sought. Cedar County received a Great Places grant and is seeking members to attend meetings in Dubuque. Melissa Russell agreed to represent the City at the Great Places meetings. The Memorandum of Understanding with Jerry Sexton and Erin Vincent has not been signed yet.

CITY ATTORNEY REPORT

Attorney Olson was absent.

STAFF REPORTS

Matt Goodale, Public Works Director, reported that his activities for the past two weeks included: having most of the streets in town cold patched, crack sealing was done on the concrete streets in the west part of town, a lot of clean-up work was done through-out the City prior to HHTD.

COMMENTS FROM MAYOR AND COUNCIL MEMBER

The mayor asked about the status of the downtown Casey's building. He would like to have it torn down. No one present knew the precise status of the pollution testing and mitigation at the location.

ADJOURNMENT

Motion to adjourn by Goodweiler, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 8:39 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon R. Edgar, Deputy City Clerk