

(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

**November 5, 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, Jordan Ellyson, Brian Pierce, Jodee Stoolman and Nick Goodweiler were present. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Leslie Brick, Finance Officer Gordon Edgar, Public Works Director Matt Goodale, Park & Recreation Director Melissa Russell, Library Director Nick Shimmin, Police Chief Mike Horihan, Fire Chief Kevin Stoolman, City Attorney Kevin Olson and City Engineer Dave Schechinger.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

Russell gave an update on Christmas Past 2018 planning. She said this year's event will be held on December 7th and 8th and would include much of the same activities as in past years. Russell said the only issue at the time was the lighting of the Christmas tree in the Village Green due to wet ground conditions.

PUBLIC COMMENT

There was no public comment.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve meeting minutes for City Council meeting October 15, 2018.

Motion to approve the appointment of Jim Farmer as the Cedar County Representative for the West Branch Library Board.

Resolution 1755 – Hiring Nevin Tucker as a Water / Wastewater Operator for the City of West Branch, Iowa, and setting the salary for the position for Fiscal Year 2018-2019.

Resolution 1754 – approving West Branch Community School District High School Concession Stand Site Plan.

Resolution 1760 –approving the contribution of \$3,000 to the Community Development Group (CDG) for the purpose of horse drawn carriage rides during the Christmas Past Festival.

Motion to approve the Claims Report.

November Claims Paid

EXPENDITURES	11/5/2018	
ACTION SEWER & SEPTIC SERV	TELEWISE SEWER LINE	1,243.75
BAKER & TAYLOR INC.	BOOKS	286.69
BARNHART'S CUSTOM SERVICES	STREET LIGHT REPAIR	350.00
CAJ ENTERPRISES INC	BERANEK PARK SHELTER	91.35
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
CY'S TREE SERVICE	TREE TRIMMING	4,940.00
D&R PEST CONTROL	PEST CONTROL	70.00
HD CLINE COMPANY	REPAIR PARTS	273.84
HOLIDAY INN DES MOINES AIR	LODGING	201.60
IMWCA	IMWCA	2,024.00
IOWA ONE CALL	LOCATION SERVICE	72.00
IOWA PRISON INDUSTRIES	FURNITURE	1,512.00
JOHNSON COUNTY REFUSE INC.	RECYCLING SEP 2018	4,250.15
JULIA HIME	VIDEOGRAPY SERVICES	150.00
KIRKWOOD COMM. COLLEGE	TUITION-WASTEWATER GR 3/4	150.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,274.78
LYNCH'S PLUMBING INC	VACUUM OUT CURB STOP	150.00
MEDIACOM	CABLE SERVICE	41.90
OASIS ELECTRIC LLC	SERVICE CALL-LIBRARY	157.34
OVERDRIVE INC	AUDIOBOOKS	624.77
PARKSIDE SERVICE	TIRE REPAIR	26.17

PLUNKETT'S PEST CONTROL IN	PEST CONTROL-CITY OFFICE	95.18
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	970.00
QUILL CORP	OFFICE SUPPLIES	147.57
RESTORATION PRO 24 LLC	EMERGENCY CLEANING SERVICE	3,721.81
RIVER PRODUCTS COMPANY INC	BERANEK PARK SHELTER	68.73
SPRINGDALE AGENCY	INSURANCE	85.00
THOMAS HEATING & AIR LLC	FURNACE REPAIR	450.00
WEST BRANCH COMMUNITY SCHOOL	BUS SERVICE	2,706.18
WEST BRANCH FIREFIGHTERS	SUPPLIES, TRAINING, TRAVEL	404.36
WEST BRANCH FORD	VEHICLE REPAIR	228.47
TOTAL		26,790.84
PAYROLL	10/19/2018	53,411.32
PAYROLL (SICK TIME PAYOUT)	10/25/2018	1,718.26
PAYROLL	11/2/2018	41,019.03
PAID BETWEEN MEETINGS		
BOCWAY INVESTMENTS LLC	BUILDING INCENTIVE PAYMENT	1,314.07
BP AMOCO	VEHICLE FUEL	815.63
BUSINESS RADIO SALES	SUPPLIES	38.29
CJ COOPER & ASSOCIATES	DRUG TESTING	69.30
KIWANIS	MEMBERSHIP DUES	100.00
KNOCHE, REBECCA	VIDEOGRAPHY SERVICES	150.00
LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	1,102.07
BOWMAN, MATT	RENTAL REFUND	100.00
UPS	SHIPPING	20.92
US BANK CORPORATE CARD	TRAINING, TRAVEL EXPENSES, SUPPLIES	1,500.06
VEENSTRA & KIMM	WASTEWATER TREATMENT-FACILITY STUDY	7,701.45
WALMART	SUPPLIES	245.09
WEST BRANCH TIMES	ADVERTISING/LEGAL PUBLICATIONS	1,198.79
WEX BANK	VEHICLE FUEL	1,244.31
AMAZON	BOOKS & PROGRAM SUPPLIES	367.96
LESLIE BRICK	MILEAGE & TRAVEL EXPENSE	194.62
GALAXY CLEANING SERVICES	CLEANING SERVICE	546.00
REDMOND JONES II	TRAVEL EXPENSES	912.39
VERIZON WIRELESS	WIRELESS SERVICE	833.13
TOTAL		18,454.08
GRAND TOTAL EXPENDITURES		141,393.53
FUND TOTALS		
001 GENERAL FUND	62,774.16	
022 CIVIC CENTER	253.04	
031 LIBRARY	14,494.09	
036 TORT LIABILITY	2,005.41	
110 ROAD USE TAX	9,947.72	
112 TRUST AND AGENCY	18,089.59	
600 WATER FUND	12,704.23	
610 SEWER FUND	20,546.54	
740 STORM WATER UTILITY	578.75	
GRAND TOTAL	141,393.53	

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

Resolution 1756 – Authorizing the City Administrator to accept a \$10,000 “money back guarantee” wastewater treatment proposal from Baldrige Environmental, Inc. and an additional not to exceed amount of \$4,000 for a city owned shed to house the wastewater treatment unit. /Move to action.

Todd Baldrige, Baldrige Environmental explained his company’s method for treating wastewater by using bacteria enzymes from mangroves roots from Thailand and depositing them into the lagoons. The bacteria multiples very quickly and ‘eats’ the sludge from the lagoons where large amounts of ammonia and E.coli are produced. By reducing the sludge, ammonia and E.coli levels will decrease to almost untraceable. Baldrige

said he worked with Wayland, Iowa who uses his solution and they have been very satisfied with their results. Baldrige added that he is a new resident in West Branch and felt compelled to help the City save a lot of money. Council member Miller, as part of the wastewater task force met with Baldrige and felt confident in the expected results.

Motion by Miller, second by Ellyson to approve Resolution 1756. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Public Hearing: To dispose of real property known as “Outlot A” to Lynch Heights.

Laughlin opened the public hearing at 7:22 p.m. and hearing no comments, closed the public hearing at 7:23 p.m.

Resolution 1757 – Selling property known as “Outlot A” to Lynch Heights. /Move to action.

Laughlin explained that Outlot A was part of the subdivision park space requirement of the developer to provide to the City. However after further consideration by staff, the property was deemed as not desirable for public use. Lynch approached the City and asked to purchase Outlot A back to sell to an adjacent property owner who was interested in purchasing the property. Laughlin stated that the proceeds from this sale would be put toward other park projects.

Motion by Goodweiler, second by Pierce to approve Resolution 1757. AYES: Goodweiler, Pierce, Ellyson, Miller, Stoolman. NAYS: None. Motion carried.

Public Hearing: Disposal of real property known as Lot A of Lot 4, Rummells Commercial Subdivision, West Branch, Iowa.

Laughlin opened the public hearing at 7:26 pm and hearing no comments, closed the public hearing at 7:27 p.m.

Resolution 1758 – Approving the Disposal of certain real property to Croell Redi-Mix, Inc. /Move to action.

Olson explained that this is a revised resolution amending Resolution 1696, correcting the property known as Lot B, of Lot 4 Rummells Commercial Subdivision to Lot A, Lot 4 of Rummells Commercial Subdivision.

Motion by Pierce, second by Goodweiler to approve Resolution 1758. AYES: Pierce, Goodweiler, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

Motion to set a date for a Public Hearing: for the Notice of Rezoning requested by Cedar’s Edge Golf Course. /Move to action.

Motion to set a date for a Public Hearing: for the Notice of Rezoning requested for Loethen Ridge Estates. /Move to action.

Motion to set a date for a Public Hearing: for the Notice of Rezoning, requested by KLM for Meadows, Phase 4. /Move to action.

Laughlin requested to combine the motion to set a date for the public hearings into one combined motion and set November 19, 2018 for those hearings.

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

Discussion: Regarding level of “Tax Rebate” support for Little Lights Project.

Laughlin introduced the tax rebate proposal ranging from 7% to 20% of the estimated 1.5 million dollar project. Laughlin said he was in favor of a 10% rebate and asked the Council their opinion. Finance Officer Gordon Edgar asked to address the Council. Edgar said he was not in favor of the rebate and asked the Council to consider the needs of the residents before offering a tax rebate to a private business. Edgar expressed his concern with the City having adequate funds available for projects such as the College Street Bridge, water main upgrades for the east side of town, a potential need for a new sewer plant and five, one million dollar debt payments over the next five years for current debt. Edgar stated that businesses should want to come to West Branch and be a part of the city, not take from it. The Council expressed mixed feelings on the subject. Pierce disagreed with Edgar’s comments and felt that the current situation wasn’t creating any tax dollars, so rebating what the City doesn’t currently get does not affect the bottom line. Goodweiler asked what the amount of rebate would actually be, but those exact numbers were not available. Miller asked Morris-Vincent what she was looking for and she responded that 10% would be nice, but said she would like more. Laughlin again asked for

a consensus from the Council on the 10% rebate option. Laughlin, Pierce and Goodweiler were okay with 10%, but Ellyson, Miller and Stoolman would like more information before deciding.

Resolution 1759 – Amending Resolution 1461 to adjust the public contribution by the amount of an additional \$2,772 for public improvement in Meadows Sub-division. /Move to action.

Jones explained that the prior resolution 1461 was based on engineer's estimates and approved by the City Council previously. The completed project costs were higher than expected and the difference was requested by KLM, Inc. who paid for the repair. Laughlin agreed with the extra costs but said there was still grading issues that needed to be completed before the amount was reimbursed. Brad Larson said the issued would be checked out and resolved as quickly as possible.

Motion by Miller, second by Goodweiler to approve Resolution 1759. AYES: Miller, Goodweiler, Stoolman, Pierce, Ellyson. NAYS: None. Motion carried.

Discussion Item: Regarding authorizing \$3,500 for the expense of design for an Electric Vehicle Charging Station.

Laughlin said he received an engineer's estimate for designing the electric vehicle charging station for \$3500.00. Laughlin said he felt it was a little high and the engineer agreed to design it for \$3000.00. Laughlin said the site for the charging station would be located in the Enlow parking lot. Laughlin said the cost to the city would be approximately \$3.00 per vehicle. Goodweiler said he didn't feel that this was a priority for West Branch and was not willing to support the expense. Other council members agreed and decided to table the request indefinitely.

Resolution 1753 – Approving Little Lights Site Plan for Community / Event Center at Cedar's Edge Golf Course. / Move to action.

Brian Boelk, Axiom Consultants presented the revised site plan to the Council that now shows the Little Lights Event Center as a free standing building that will be constructed on a separate plot owned by Little Lights (Lot 26). Boelk said that once this plan was developed, it was determined that event centers were not listed as a permitted use in the A-1 District. Because of this, a Special Exception was asked of the Zoning Board of Adjustment and approved on October 23, 2018. Boelk said the golf course club house would share a parking lot with Little Lights and a storm water detention basin (wet bottom) would be constructed to the east of the two buildings in the county portion of the golf course.

Motion by Pierce, second by Goodweiler to approve Resolution 1753. AYES: Pierce, Goodweiler, Miller, Stoolman, Ellyson. NAYS: None. Motion carried.

Resolution 1761 – Accepting the proposal and approving an agreement with “Swift and Swift LLC.” for Nuisance Abatement Services relating to 203 E. Green Street and other properties as deemed appropriate. /Move to action.

Jones said he contacted four vendors to provide nuisance property clean-up activities and received proposals from two. Swift & Swift presented the lower cost option for providing the services. Jones also said he was working on developing a more streamlined nuisance process to be able to address issues more quickly.

Motion by Goodweiler, second by Stoolman to approve Resolution 1761. AYES: Goodweiler, Stoolman, Ellyson, Miller, Pierce. NAYS: None. Motion carried.

Resolution 1751 – Approving the submission of the City of West Branch FY 2017-2018 Annual Urban Renewal Report. /Move to action.

Motion by Pierce, second by Miller to approve Resolution 1751. AYES: Pierce, Miller, Stoolman, Goodweiler, Ellyson. NAYS: None. Motion carried.

Resolution 1748 – Consider approving the request of Acciona Windpower North America, LLC to rebate a portion of Tax Increment Revenues. /Move to action.

Miller questioned the wording of the resolution and felt it was misleading and requested clarification. It was determined the wording of the resolution should be worded to accept the request from Acciona for considering the tax rebate and the Council would vote accordingly. This resolution will be brought back to the next meeting with revisions.

Motion by Miller, second by Ellyson to table Resolution 1748. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1749 – A consideration to approve the request of Casey’s Marketing Company to rebate a portion of Tax Increment Revenues. /Move to action.

No action was taken on this resolution as the City Attorney had not heard from Casey’s on the City Council’s proposal.

Motion by Goodweiler, second by Ellyson to table Resolution 1749. AYES: Goodweiler, Ellyson, Miller, Stoolman, Pierce. NAYS: None. Motion carried.

Resolution 1750 – Authorizing an internal advance to the College Street and 2nd Street Improvements Project Capital Fund. /Move to action.

Motion by Ellyson, second by Miller to approve Resolution 1750. AYES: Ellyson, Miller, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1752 – Obligating funds from the Urban Renewal Tax Revenue Fund for the payment of annual appropriation Tax Increment Financed Obligations in Fiscal Year 2020. /Move to action.

City Attorney Olson said this resolution would need to be tabled due to the tabling of Resolutions 1748 and 1749.

Motion by Miller, second by Ellyson to table Resolution 1752. AYES: Miller, Ellyson, Stoolman, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1762 – Approving partial pay estimate #7 in the amount of \$113,936.67 to Needham Excavating Inc. for the Cubby Park Improvements Project. /Move to action.

Motion by Goodweiler, second by Pierce to approve Resolution 1762. AYES: Goodweiler, Pierce, Miller, Ellyson, Stoolman. NAYS: None. Motion carried.

Resolution 1763 – Approving change order #5 for a date extension for the Cubby Park Improvements Project. /Move to action.

Motion by Goodweiler, second by Pierce to approve Resolution 1763. AYES: Goodweiler, Pierce, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones shared two renderings from IDOT for the trail tunnel under I-80 that will be constructed as part of their lane widening project. Both renderings included a limestone wall and fencing, however one option was to include faces of Herbert & Lou Hoover with the trail name etched in the stone. The Council concluded they liked the Hoover Trail name, but not the faces to be included.

Jones also reminded the Council that the annual goal setting would be scheduled for November 19th. The Council requested the goal session be prior to the regular meeting and set 6:00 p.m. for the session.

CITY ATTORNEY REPORT

No additional report.

STAFF REPORTS

Brick asked if the Council would consider changing to the new cart service provided by Johnson County Refuse. She said other surrounding cities have moved to the new system and said she would request additional information from the service provider on pricing. Brick also said that pet registrations could now be done through the city’s website and will advertised to encourage more registrations.

COMMENTS FROM MAYOR AND COUNCIL MEMBER

No additional comments.

ADJOURNMENT

Motion to adjourn by Miller, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 9:19 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk