

(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

**December 3, 2018
7:00 p.m.**

Mayor Roger Laughlin called the West Branch regular 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 and City Attorney Kevin Olson.

GUEST SPEAKER, PRESENTATIONS, AND PROCLAMATIONS

None.

PUBLIC COMMENT

There was no public comment.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

- Motion to approve minutes from the November 19, 2018 City Council meeting.
- Motion to adopt the City Council 2019 regular meeting schedule.
- Motion to approve Tom Burger for appointment to the Park & Recreation Commission.
- Motion to approve the Christmas Past Special Event Permit.
- Motion to approve the claims report.

EXPENDITURES	12/3/2018	
AERO RENTAL INC	EQUIPMENT RENTAL	748.00
BP AMOCO	VEHICLE FUEL	459.75
CEDAR CO SHERIFF'S OFFICE	SERVICVE OF PROCESS	617.46
CEDAR COUNTY ENGINEER	ROAD ROCK	446.62
CHIEF SUPPLY CORPORATION	UNIFORMS	166.76
CJ COOPER & ASSOCIATES	ANNUAL ADMIN FEE	105.00
HY-VEE ACCOUNTS RECEIVABLE	RECREATION SUPPLIES	49.90
IMWCA	IMWCA	2,024.00
JULIA HIME	VIDEOGRAPHY SERVICES	150.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,308.02
MENARDS	CHRISTMAS DECORATIONS	105.78
MIDWEST RADAR & EQUIPMENT	RADAR CALIBRATION	200.00
MISCELLANEOUS VENDOR	MERLIN CONRAD:CONDEMNATION SERVICE	223.98
MISCELLANEOUS VENDOR	JEFF WALLICK:CONDEMNATION SERVICE	207.09
MISCELLANEOUS VENDOR	BRETT EGGERT:CONDEMNATION SERVICE	203.27
MISCELLANEOUS VENDOR	JEFFERY CARNES:CONDEMNATION SERVICE	217.44
MISCELLANEOUS VENDOR	ANN CANFIELD:CONDEMNATION SERVICE	216.24
MISCELLANEOUS VENDOR	GENE SCHROEDER:CONDEMNATION SERVICE	210.90
MISCELLANEOUS VENDOR	SUSAN HEILMAN:ZUMBA REFUND	150.00
MISCELLANEOUS VENDOR	TONI SEXTON:ZUMBA REFUND	75.00
OLSON, KEVIN D	LEGAL SERVICE	1,500.00
PARKSIDE SERVICE	TIRES	447.78
PRINTING HOUSE	ANIMAL LIC RENEWAL POSTCARDS	189.00
SEYDEL, RANDY AND LINDSAY	BUILDING INCENTIVE REIMBURSEMENT	1,279.81
ST. PAUL STAMP WORKS INC.	ANIMAL TAGS	203.42
THOMAS HEATING & AIR LLC	FURNACE REPAIR	274.00
USA BLUE BOOK	SUPPLIES	371.90
VERIZON WIRELESS	VERIZON WIRELESS	842.29
WEST BRANCH COMMUNITY DEVELOPMENT	CHRISTMAS GREENERY	200.00
TOTAL		13,193.41
PAYROLL 11/30/2018		43,945.81

PAID BETWEEN MEETINGS

JOEL & ANGELA CARILLO	EASEMENT	500.00
WEST BRANCH & TIPTON ROOFING	EASEMENT	5,000.00
ROBERT ROOD	EASEMENT	500.00
CASEY'S GENERAL STORE	TIF REBATE	8,528.50
CEDAR COUNTY COOP	FUEL-PUBLIC WORKS	1,128.78
KNOCHE, REBECCA	VIDEOGRAPHY SERVICES	150.00
MEDIACOM	CABLE SERVICE	41.90
SWIFT & SWIFT LLC	NUISANCE ABATEMENT	1,296.00
UPS	SEWER - SHIPPING	45.04
TOTAL		17,190.22
GRAND TOTAL EXPENDITURES		74,329.44
FUND TOTALS		
001 GENERAL FUND	28,448.69	
022 CIVIC CENTER	535.39	
031 LIBRARY	5,181.46	
036 TORT LIABILITY	1,920.41	
110 ROAD USE TAX	9,829.51	
112 TRUST AND AGENCY	-	
125 TIF	8,528.50	
310 COLLEGE STREET BRIDGE	7,896.38	
600 WATER FUND	6,451.49	
610 SEWER FUND	5,537.61	
GRAND TOTAL	74,329.44	

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

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 1768 – Adopting goal and objectives for the City of West Branch, Iowa for 2019-2020.

Laughlin named the top vote getters in the goal setting session as the following: downstream widening – flood mitigation (24 votes), Cubby Park additional operational resources (12), downtown sidewalk repairs (MS Phase 5) (11), Eastside water main improvements (11) and creek maintenance / clean-up (10). Laughlin said that the goals and objectives adopted may not all be met based on funding sources available.

Motion by Stoolman, second by Goodweiler to approve Resolution 1768. AYES: Stoolman, Goodweiler, Pierce, Ellyson, Miller. NAYS: None. Motion carried.

Second Reading, Ordinance 760 – rezoning that certain parcel of real property located at the Meadows, Part 4 from R-1 Residence District to R-1 and R-2 Residence Districts. /Move to action.

Motion by Goodweiler, second by Stoolman to approve the second reading of Ordinance 760. AYES: Goodweiler, Stoolman, Miller, Ellyson, Pierce. NAYS: None. Motion carried.

Second Reading, Ordinance 761 – rezoning that certain parcel of real property located in Pedersen Valley, Part 4 from R-1 Residence District to R-2 Residence District. /Move to action.

Pierce asked for clarification on the R-2 request if the developer was planning on building single family homes. Laughlin responded that the lot sizes were smaller and intended for smaller single family homes, with a few being sized accordingly for zero lots or duplexes.

Motion by Stoolman, second by Ellyson to approve the second reading of Ordinance 761. AYES: Stoolman, Ellyson, Miller, Pierce, Goodweiler. NAYS: None. Motion carried.

Second Reading, Ordinance 762 – Rezoning that certain parcel of real property located at Cedar's Edge Golf Course from A-1 Agricultural District to R-1 and R-2 Residence Districts. /Move to action.

Motion by Goodweiler, second by Pierce to approve the second reading of Ordinance 762. AYES: Goodweiler, Pierce, Miller, Stoolman, Ellyson. NAYS: None. Motion carried.

Resolution 1766 – Approving a three year service contract with Interstate Power Systems for annual maintenance on the City’s emergency generator. /Move to action.

Miller asked if multiple bids were received for this service and Goodale responded that he did not solicit other bids for this contract. He stated that this company has been used in the past and is very reliable.

Motion by Miller, second by Stoolman to approve Resolution 1766. AYES: Miller, Stoolman, Ellyson, Pierce, Goodweiler. NAYS: None. Motion carried.

Resolution 1767 – Setting a date for consultation and public hearing on the proposed amendments to the Amended and Restated West Branch Urban Renewal Plan /Move to action.

Olson explained the purpose of the consultation was to add the Little Lights project to the Amended and Restated Urban Renewal Plan. He reminded the Council that recently the Cedar’s Edge Golf Course was added to the Urban Renewal Plan, but now the project need to be added in order to TIF the project. He continued that the consultation with the other taxing entities would be held on December 19th at 11:00 a.m. and the date to be set for the Public Hearing would take place during the City Council meeting on January 7, 2019. Olson said he had also drafted a developer’s agreement and would be forwarding to them for their review. Olson said the draft agreement would rebate Little Lights up to \$15,000 (max) for a period of ten years.

Motion by Goodweiler, second by Pierce to approve Resolution 1767. AYES: Goodweiler, Pierce, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reported on the progress that V&K is making with the waste water treatment plan and is continuing working with the DNR. He also updated the Council on the agreement with Baldrige Environmental and said Public Works was preparing to construct the shed that will house the equipment. Jones gave kudos to the Bethany Lutheran Church for providing a place for stranded motorist to take refuge during the recent snow storm. Local businesses, Main Street Sweets and McDonald’s also provided discounted meals to the stranded motorists.

CITY ATTORNEY REPORT

No additional report.

STAFF REPORTS

Gordon Edgar, Finance Officer discussed fund balances with the Council and presented the current Clerk’s Report for November. Edgar walked through a few completed projects that still had balances owed along with current projects (Cubby Park and College Street Bridge) that are in progress. Edgar was satisfied with the park project balance and said if no additional, unforeseen issues occur, there may be a positive balance when the project is complete. Edgar also said the College Street Bridge bids have not been received yet and those would need to be reviewed carefully to ensure that funds would be available for completing that project.

COMMENTS FROM MAYOR AND COUNCIL MEMBER

Laughlin reminded the Council and invited the audience to the public input meeting regarding the development of the former Croell site to be held tomorrow (Tuesday, December 4, 2018) in the City Council Chambers at 6:00 p.m.

ADJOURNMENT

Motion to adjourn by Pierce, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 7:45 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk