

*(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](http://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/Joint Meeting With  
West Branch School Board**

**April 15, 2019  
6:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 6:00 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, Jodee Stoolman and Nick Goodweiler were present. Brian Pierce was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Gordon Edgar, Park & Recreation Director Melissa Russell, Library Director Nick Shimmin and Public Works Director Matt Goodale.

#### **GUEST SPEAKER AND PRESENTATIONS**

None.

#### **PUBLIC COMMENT**

Andrew Hamlet, 111 West Orange, requested an adjustment on his water bill due to faulty equipment. Keystone Property Management of Iowa City appeared as a supporter of Hamlett's request. Mayor Laughlin suggested the penalty be waived but said the Council does not provide much other relief in this type of situation. After some discussion, Hamlett was directed to contact the City Office about a payment plan for the balance due.

#### **APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION**

Motion to Approve Meeting Minutes for City Council Meeting April 1, 2019.

Motion to Approve Board & Commission Appointments / Reappointments (Carolyn Anderson – Historic Preservation Board).

Motion Accepting the Quotation and Purchase Order for Crime Reporting Software from Shield Technology Corporation and Mainstay Systems. Inc.

Motion to Approve Parks and Recreation Summer Employee Hires.

Motion to Approve the Claims Report.

#### **EXPENDITURES**

4/15/2019

ALLIANT ENERGY	UTILITIES-WATER TOWER	10,974.33
AMAZON	BOOKS, SUPPLIES	285.77
AXON ENTERPRISE, INC.	SUPPLIES	64.00
BAKER & TAYLOR INC.	BOOKS	907.34
BARRON MOTOR SUPPLY	SUPPLIES	345.19
BOCWAY INVESTMENTS LLC	BUILDING INCENTIVE PAYMENT	1,314.06
BP AMOCO	BP AMOCO	448.93
BRICK, LESLIE	MILEAGE	22.48
CEDAR COUNTY RECORDER	RECORDING FEES	49.00
CEDAR COUNTY TRANSFER STATION	SERVICE	133.00
CHIEF SUPPLY CORPORATION	SUPPLIES	72.44
CJ COOPER & ASSOCIATES	DRUG TEST	35.00
FUTURE LINE TRUCK EQUIPMENT	REPAIR PARTS	377.70
GORDON HAMBY	BUILDING INCENTIVE PAYMENT	154.57
HAWKINS INC	CHEMICALS	518.30
HD CLINE COMPANY	REPAIR PARTS	599.23
HUTCHCO, INC DBA ALLEGRA	SUPPLIES	170.03
JOHNSON CONTROLS	SERVICE CALL	789.00
JOHNSON COUNTY REFUSE INC.	RECYCLING MARCH 2019	3,923.50
JULIA HIME	VIDEOGRAPHY SERVICE	150.00
KIRKWOOD COMM. COLLEGE	TRAINING	475.00
L. L. PELLING CO. INC	COLD MIX	269.10
LINN COUNTY R.E.C.	STREET LIGHTS	152.64
LYNCH'S PLUMBING INC	LYNCH'S PLUMBING INC	126.00
MENARDS	SUPPLIES	75.60
MERCY IOWA CITY PHYSICIAN	SERVICE	198.00
MIDWEST FRAME & AXLE	VEHICLE REPAIRS	971.65
MOORE'S WELDING INC	SUPPLIES	112.78
MUNICIPAL SUPPLY INC.	SUPPLIES	3,877.00

OASIS ELECTRIC LLC	SERVICE CALL	133.43
PIP PRINTING & MARKETING S	OFFICE SUPPLIES	112.36
PITNEY BOWES INC	SUPPLIES	56.52
PYRAMID SERVICES INC.	EQUIPMENT & MAINTENANCE SUPPLI	1,407.73
QUILL CORP	OFFICE SUPPLIES	93.73
STANARD & ASSOCIATES INC	SUPPLIES	26.00
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
SUMMIT COMPANIES	SERVICE	349.50
TEI LANDMARK AUDIO	SUPPLIES	109.23
TERI LYNE KAYSER	BUILDING INCENTIVE PAYMENT	115.01
TIPTON CONSERVATIVE	SUBSCRIPTION RENEWAL	38.00
UPS	SHIPPING	45.64
VEENSTRA & KIMM INC.	ADMIN USGS FLOOD STUDY	172.00
VEENSTRA & KIMM INC.	WB GOLF COURSE DEVELOPMENT REVIEW	172.00
VEENSTRA & KIMM INC.	WW TREATMENT PLANT FACILITY STUDY	12,263.88
VEENSTRA & KIMM INC.	PLAN REVIEW	344.00
VEENSTRA & KIMM INC.	310 COLLEGE ST BRIDGE - BID & CONST	20,770.72
VEENSTRA & KIMM INC.	UTILITY RELOCATION - I-80 WIDENING	7,656.00
WALMART COMMUNITY/RFCSELLC	SUPPLIES	230.04
WEST BRANCH TIMES	LEGAL NOTICES	785.81
TOTAL		72,499.24
PAYROLL	4/5/2019	42,557.21
PAID BETWEEN MEETINGS		
GRAY TATTOO	UTILITY REFUND	49.86
GRAND TOTAL EXPENDITURES		115,106.31
FUND TOTALS		
001 GENERAL FUND	34,345.84	
022 CIVIC CENTER	599.19	
031 LIBRARY	8,091.65	
036 TORT LIABILITY	4,907.06	
110 ROAD USE TAX	5,494.23	
112 TRUST AND AGENCY	0.00	
310 COLLEGE STREET BRIDGE	20,770.72	
600 WATER FUND	7,194.20	
610 SEWER FUND	23,703.42	
GRAND TOTAL	115,106.31	
EXPENDITURES	4/15/2019 #2	
CJ COOPER & ASSOCIATES	DRUG TESTING	144.80
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	54.12
EMERGENCY MEDICAL PRODUCTS INC	MEDICAL SUPPLIES	117.40
FELD FIRE EQUIPMENT CO INC	REPAIR PARTS	412.00
FRONTLINE PLUS FIRE & RESCUE INC	SIREN REPAIR & MAINTENANCE	500.00
JOHNSON COUNTY AMBULANCE SERVICE	MEDICAL SUPPLIES	85.12
MOORE'S WELDING INC	EQUIPMENT REPAIR	3,153.11
TOTAL		4,466.55
FUND TOTALS		
001 GENERAL FUND	4,466.55	
GRAND TOTAL	4,466.55	

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

## **PUBLIC HEARING / NON-CONSENT AGENDA**

Resolution 1799 – Approving Change Order #8 for \$7,586.67 for the lift rental expense related to work stoppage, additional installation labor and material transportation related to the pavilion panels. / Move to action.

City Administrator Jones reported that Needham/Point Builders had not adequately answered all questions regarding the Change Order and asked that it be tabled.

Motion by Ellyson, second by Stoolman to table Resolution 1799. AYES: Ellyson, Stoolman, Miller, Goodweiler. Absent: Pierce. NAYS: None. Motion carried.

Resolution 1800 – Approving a Reimbursement Agreement with the Iowa Department of Transportation for Relocation of Water and Force Main Lines associated with the Widening of I-80 Project. / Move to action.

Finance Director Edgar reported that the city might have to do some short term borrowing if the payment requests were not paid every thirty days or so. After some discussion, the Council agreed that would be an acceptable alternative to having to pay for a greater portion of the project.

Motion by Goodweiler, second by Stoolman to approve Resolution 1800. AYES: Goodweiler, Stoolman, Miller, Ellyson. Absent: Pierce. NAYS: None. Motion carried.

Resolution 1801 – Approving Purchase Authorization of a not-to-exceed amount of \$2,143 for the replacement of City Council tablets with the intent to repurpose the old working tablets for other city uses. / Move to action.

Shimmin said there really were not any better options than what was discussed at the last meeting. He said the model Councilman Pierce spoke of was over \$500. Mayor Laughlin recommended the \$200 model.

Motion by Ellyson, second by Miller to approve Resolution 1801. AYES: Ellyson, Miller, Stoolman, Goodweiler. Absent: Pierce. NAYS: None. Motion carried.

Resolution 1802 – Approving a Resolution entering into an Officer Training Reimbursement Agreement with Zachary Murdock. / Move to action.

Motion by Miller, second by Ellyson to approve Resolution 1802. Edgar suggested the meals fee be increased by \$2,000 and a dollar amount be added for use of the squad car during the training period. Not all council members felt the auto expenses should have to be reimbursed. Councilman Miller then amended his motion to impose a \$9,500 limit on the amount of Total Reimbursable Costs. Ellyson seconded. AYES: Miller, Ellyson, Stoolman, Goodweiler. Absent: Pierce. NAYS: None. Amendment motion carried. A vote was then held on the original motion as amended. AYES: Miller, Ellyson, Stoolman, Goodweiler. Absent: Pierce. NAYS: None. Motion carried.

### **CITY ADMINISTRATOR REPORT**

Jones discussed some flash flood barriers that the city might utilize. He announced that the College Street Bridge Project updates are now on the city web site. Baldrige Environmental is working on the sewage treatment project. The “sludge judge” testing is now done and samples have been sent to the lab for analysis. They will now be getting the electrical panels connected. Public Works and Parks and Rec Department reports were included in his packet to the City Council. He reminded the Council about an upcoming nuisance conference to be held in Iowa City on May 15<sup>th</sup>. Jones said that Mayor Laughlin, Miller, Horihan, Brick and he would be attending.

### **CITY ATTORNEY REPORT**

None.

### **STAFF REPORTS**

Melissa Russell, Parks and Rec Director, reported the Easter Egg Hund will start at 10:00 a.m. at the Elementary School Playground.

### **COMMENTS FROM MAYOR AND COUNCIL MEMBER**

Colton Miller asked what the plan was to repair a large hole on 4<sup>th</sup> Street. Matt Goodale replied they want to apply cold mix to it this week if it dries out enough. They will then have LL Pelling complete the repair in July.

### **ADJOURNMENT**

Motion to adjourn by Ellyson, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 6:56 p.m.

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Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Gordon R. Edgar, Deputy City Clerk

Mayor Roger Laughlin called the Joint Meeting of the West Branch City Council and the West Branch Community School District to order at 7:02 p.m.

Roll call: Council members: Colton Miller, Jordan Ellyson, Jodee Stoolman, Nick Goodweiler. Brian Pierce was absent. Superintendent Marty Jimmerson introduced the following members of the Board of Education who were in attendance: Julie Sexton, President; Greg Hetrick, Vice-President; Keith Schultes and Amanda Whaley.

1. Facilities Update (Bond Referendum)

Superintendent Jimmerson said he was excited about the growth prospects of West Branch and felt it was important for the school and city to work together to market the community. OPN Architects was hired in November, a citizens advisory committee has held five meetings. They are presently leaning toward building a new high school and moving the middle school to the high school. Also considering secure entrances, an auditorium, and a new competition gym. Non-negotiable items are upgrading the high school heating system and new roofs for the elementary and middle schools. Superintendent Jimmerson said the referendum is presently scheduled for August 6, 2019.

2. Joint grass cutting proposal.

Superintendent Jimmerson said the school is trying to reduce General Fund expenses and since the school is owed about \$50,000 for the parking lot work on Poplar Street, there might be a way for the city to take over some work required by the school in exchange for reduction of the debt. It was agreed that it was a complicated issue and much more discussion is required before a decision is reached.

3. Potential concepts for Middle School reuse.

Ideas presented for use of the Middle School included using a portion of it for storage, expanding the city library, moving Central Administrative Offices to it, a Community Center, programming for the elderly, a youth library.

4. High school cross walk/turning lane.

Mayor Laughlin thought that at one time there was a verbal agreement that KLM, the school and the city would share the cost of installing a cross walk. Exactly where the cross walk should be located needs to be determined. Mayor Laughlin suggested the city, KLM and the school work together and share the cost to accomplish it.

5. Update on city development and growth plans.

Mayor Laughlin reported that there would be several lots, housing units and business units available for sale within the next year. KLM will have 57 lots, Cedar's Edge Golf Course will have 25 lots, and Loethen Ridge will have 22 lots for sale. Northside Development will have 19 units available. In a Planned Unit Development behind the BP Amoco station 75 units of various types are planned. Grading for a hotel and an independent living facility will be done and the land offered for sale. The former Croell site is available for development.

6. 28 E agreement re Rose Bowl press box.

Mayor Laughlin did not believe there would be a problem approving a 28 E agreement with the school. A question about the number of parking spaces that would be lost due to the new press box initiated a lengthy discussion on parking spots available at the Elementary/Middle School complex and what might be done to improve the situation. It also generated discussion on parking issues and traffic flows at the high school.

**ADJOURNMENT**

Motion to adjourn by Stoolman, second by Goodweiler. Motion carried on a voice vote. Joint City Council and School Board meeting adjourned at 7:59 p.m.

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Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Gordon R. Edgar, Deputy City Clerk