

*(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**

**June 10, 2019  
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, Nick Goodweiler and Jordan Ellyson were present. Brian Pierce was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, City Attorney Kevin Olson, Chief Mike Horihan, Park & Recreation Director Melissa Russell and Finance Officer Gordon Edgar.

**GUEST SPEAKER AND PRESENTATIONS**

None.

**PUBLIC COMMENT**

Mary McGee, resident said she had attended a mental health counseling class called Family to Family in Cedar Rapids. She said she felt the class was very helpful and thought other residents could benefit from it.

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

Motion to Approve Meeting Minutes for City Council Meeting May 20, 2019.

Motion to Approve a Liquor License Renewal for Kum & Go #254, located at 620 S. Downey Street, West Branch, IA 52358.

Motion to Approve the Claims Report.

EXPENDITURES	6/3/2019	
BEST BUY BUSINESS ADVANTAGE	OFFICE EQUIPMENT	379.98
BRET F STOUT	WATER & STORM WATER REPAIRS	12,080.00
CAJ ENTERPRISES INC	ROAD ROCK	778.16
HAWKINS INC	CHEMICALS	537.80
HORIHAN, MIKE	TRAVEL EXPENSE	20.00
HY-VEE ACCOUNTS RECEIVABLE	SUPPLIES	132.04
IOWA ONE CALL	LOCATION SERVICE	60.30
JOHN DEERE FINANCIAL	SUPPLIES	9.38
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,280.75
MENARDS	SUPPLIES	723.87
MOORE'S WELDING INC	VEHICLE REPAIR	70.00
PORT 'O' JONNY INC.	SERVICE- WAPSI PARK	180.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	944.00
REDMOND JONES II	MILEAGE & PARKING	45.59
SHRED-IT USA	DOCUMENT DESTRUCTION	48.15
STATE INDUSTRIAL PRODUCTS	CHEMICALS	210.81
VEENSTRA & KIMM INC.	318 COLL ST & 2ND ST IMP	7,435.52
VEENSTRA & KIMM INC.	WW TREATMENT PLANT FACILTU STUDY	450.88
VEENSTRA & KIMM INC.	MEADOWS 3 & 4 CONST REVIEW	2,285.14
VEENSTRA & KIMM INC.	310 COLL ST BRIDGE - BID & CONST	8,788.89
VEENSTRA & KIMM INC.	UTILITY RELOCATION - I80 DESIGN	1,044.00
TOTAL		37,505.26
PAYROLL	5/31/2019	44,311.27
PAID BETWEEN MEETINGS		
COMMUNITY STATE BANK	PRINCIPAL & INTEREST	160,267.03
GRAND TOTAL EXPENDITURES		242,083.56

FUND TOTALS		
001	GENERAL FUND	26,243.70
022	CIVIC CENTER	43.29
031	LIBRARY	5,235.87
110	ROAD USE TAX	3,604.27
112	TRUST AND AGENCY	4,999.83
226	DEBT SERVICE	160,267.03
310	COLLEGE STREET BRIDGE	8,788.89
318	COLLEGE ST & 2ND ST IMP	7,435.52
600	WATER FUND	14,573.73
610	SEWER FUND	6,941.43
740	STORM WATER UTILITY	3,950.00
GRAND TOTAL		242,083.56

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

**PUBLIC HEARING / NON-CONSENT AGENDA**

Second Reading Ordinance 776 – An Ordinance Vacating Alleys Located in the City of West Branch. /Move to action.

Motion by Stoolman, second by Miller to approve the second reading of Ordinance 776. AYES: Stoolman, Miller, Ellyson, Goodweiler. NAYS: None. Absent: Pierce. Motion carried.

First Reading Amending Chapter 50 of the Code of Ordinances: Entitled Nuisance Abatement Procedure.

Jones introduced a nuisance ordinance modeled after Clinton, Iowa’s. Jones said that based on feedback, changes were incorporated such as ‘appearance and clutter’ were defined, interior inspections were removed and boats were added to the list of other vehicles. Laughlin also asked that volunteer trees be added to the second reading to address unmaintained properties. Laughlin asked for volunteers to be on the nuisance committee and suggested that two council members participate along with himself. Stoolman volunteered her time. Olson said that making changes to the Code is the first step in the process and once the new ordinance was adopted, procedures could be established.

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

Resolution 1814 – A Resolution Setting Salaries for Appointed Officers and Employees of the City of West Branch, Iowa for Fiscal Year 2019 – 2020. /Move to action.

Stoolman expressed that the current salary increase process provides no incentive for employees to go above and beyond when only a cost of living increase is given. Stoolman recommended a merit system be used when determining salaries which includes employee performance evaluations. Miller stated that the idea had been presented in the past but said that would need to start before the budget process. Miller also disagreed and reminded Stoolman that certain employees have been provided more than COLA for extra duties taken on. Stoolman said felt that some employees were overpaid for their current positions and others under paid. Ellyson suggested that the salary discussion be tabled for a separate meeting.

Motion by Miller, second by Ellyson to approve Resolution 1814. AYES: Miller, Ellyson, Stoolman, Goodweiler. NAYS: None. Absent: Pierce. Motion carried.

Resolution 1815 – A Resolution Approving an Agreement Between the Iowa Department of Natural Resources and the City of West Branch Accepting the terms of a Derelict Building Grant for the Amount of \$50,960. /Move to action.

Miller asked for clarification on the terms of the grant and said he understood it to mean that the City would have to match more than the actual grant amount awarded. Jones or Laughlin could not confirm what amount the City would be responsible for but did not think that the full grant would be utilized or requested.

Motion by Goodweiler, second by Miller to approve Resolution 1815. AYES: Goodweiler, Miller, Ellyson, Stoolman. NAYS: None. Absent: Pierce. Motion carried.

Resolution 1816 – A Resolution Approving the Bid Requirements and Specifications for Asbestos Removal of 325 E. Green Street. /Move to action.

Motion by Miller, second by Ellyson to approve Resolution 1816. AYES: Miller, Ellyson, Goodweiler, Stoolman. NAYS: None. Absent: Pierce. Motion carried.

Discussion: Consideration of a Request to Pave the Alley between 4<sup>th</sup> and 5<sup>th</sup>.

Laughlin said that a resident has requested that the City pave the alley due to its constant maintenance issues. Hillary Maurer, 127 N. 4<sup>th</sup> Street, said the alley is her only access to her property along with six other residents on the block. Maurer said the alley is full of ruts and needs maintained after each moderate to heavy rain and gravel washes down to Main Street. Maurer said she has spoken with the Public Works Director Goodale on multiple occasions and recently found out that the cost to pave the alley was less than \$15,000. Maurer said she felt that was a drop in the bucket for the City. Maurer also explained that because of the no parking on N. 4<sup>th</sup>, E. Main and parts of E. Green Streets, not having a well maintained access to her property was a real hassle. Maurer also stated that when an east/west alley was vacated several years ago, the City promised to maintain this alley. Stoolman expressed her concern that alleys should not be maintained before city streets. Police Chief Horihan agreed that the alley does cause problems when it rains. He confirmed that large amounts of gravel wash onto Main Street and does pose a safety risk to motorists. Laughlin requested that Goodale provide current costs for a permanent surface (seal coat or blacktop) and report back to the Council.

Discussion: Consideration of a request to allow the residents of the west side of Scott Drive to maintain public right-of-way along the “Wapsi-West” creek.

Laughlin said he had been approached by two residents on Scott Drive requesting that homeowners be allowed to once again maintain (mow) the property between their homes and the east side of the creek. Miller said if this was to be considered, it would have to be an all or nothing, meaning that all residents must take over or none at all. Laughlin suggested that the City place a ‘no mow line’ to indicate where residents should not mow as to allow a creek buffer to help with creek bank erosion. The council continued discussions but decided that homeowners could mow what they wanted but the City would still mow until further notice.

**CITY ADMINISTRATOR REPORT**

Jones said that a waste water task force meeting was held on June 7<sup>th</sup> and hopes to have a facility plan to present to the Council in July.

**CITY ATTORNEY REPORT**

Olson said he discussed a dust free surface for the former Casey’s property with the City Engineer (Schechinger) and Public Works Director (Goodale) and sent the proposal to Casey’s but is still awaiting a response.

**STAFF REPORTS**

No report.

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Laughlin said Cubby Park was looking great. He also commented that people are parking on both sides of Ridge View Drive and requested that parking be restricted to one side.

Miller said he visited Cubby Park and found that some of the trees to be planted by the landscaping company were in poor condition and told the landscaper not to plant them. Miller said he requested that they return those and replace them with healthy trees.

Stoolman would like residents to be given an option for trees planted in the right-of way.

**ADJOURNMENT**

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

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Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Leslie Brick, Deputy City Clerk