

(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 5, 2019
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:03 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, Brian Pierce and Jordan Ellyson were present. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, Police Chief Mike Horihan, Sargent John Hanna, Public Works Director Matt Goodale, Library Director Nick Shimmin and Finance Officer Gordon Edgar.

GUEST SPEAKER AND PRESENTATIONS

No comments.

PUBLIC COMMENT

No comments.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve minutes for City Council Meeting July 22, 2019.

Motion to approve a Class C Liquor License (5 day license) for Apres Wine Bar & Bistro, located a 2 Ember Lane, from August 15, 2019 to August 20, 2019 (Pending Fire Inspection).

Motion to approve Pay Estimate #3 for the College Street Bridge Project.

Motion to approve Pay Estimate #4 for the College Street Bridge Project.

Motion to approve the Claims Report.

August Claims and June Revenues

EXPENDITURES	8/5/2019	
ACTION SEWER & SEPTIC SERVICES	SEWER CLEANING	943.25
BALDRIDGE ENVIRONMENTAL SERVICE	SEWAGE LAGOON ENZYMES	5,000.00
BEAVER HEATING AND AIR CONDITIONING	SERVICE CALL	562.50
BRET F STOUT	REPLACE STORM SEWER INTAKE	3,790.00
CEDAR COUNTY FIRE ASSOCIATION	DUES - 2018 & 2019	30.00
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	23.20
ECONO SIGNS LLC	SIGNS	3,471.96
FEHR GRAHAM	308 PV PARK CONST SERVICE & ADD'L SERVICE	1,477.50
IOWA DEPARTMENT OF NATURAL RESOURCES	NPDES FEE 7-1-19 TO 6-30-20	210.00
IOWA ONE CALL	LOCATION SERVICE	80.10
JOHN DEERE FINANCIAL	SUPPLIES	1,019.50
JOURNEYED COM INC	3 ADOBE LICENSES-LIB, P & R, CABLE	1,220.04
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,282.59
LYNCH'S PLUMBING INC	REPAIR PARTS	29.30
MATT PARROTT/STOREY KENWORTHY	LASER CHECKS	346.08
MENARDS	MENARDS	347.86
MISCELLANEOUS VENDOR	CAMIE KELLEY - REFUND	100.00
MOORE'S WELDING INC	EQUIPMENT REPAIR	140.00
OLSON, KEVIN D	LEGAL SERVICES - AUG, 2019	1,500.00
PLUNKETT'S PEST CONTROL INC	PEST CONTROL - CITY OFFICE	95.18
PORT 'O' JONNY INC.	SERVICE-LITTLE LEAGUE	267.00
QC ANALYTICAL SERVICES LLC	TRAINING	150.00
ROBERT'S TOWING & RECOVERY	TOWING SERVICE	105.00
SCHIMBERG CO	SUPPLIES	822.53
SCOTT M THOMA	BUILDING INCENTIVE PAYMENT	2,214.58
SHRED-IT USA	DOCUMENT DESTRUCTION	54.17
STATE INDUSTRIAL PRODUCTS	CHEMICALS	244.00
TAYLOR CONSTRUCTION INC	COLL ST BRIDGE & RELATED WORK	369,711.52
UNIFORM DEN INC.	UNIFORMS	78.28
VEENSTRA & KIMM INC.	ZONING MAP UPDATES	333.00
VEENSTRA & KIMM INC.	I-80 WIDENING COORDINATION	528.00

VEENSTRA & KIMM INC.	318 COLLEGE ST & 2ND ST IMPROVEMENTS	7,279.94
VEENSTRA & KIMM INC.	BRIDGE INSPECTION	1,020.00
VEENSTRA & KIMM INC.	WW TREATMENT PLANT FACILITY STUDY	180.90
VEENSTRA & KIMM INC.	ENGINEERING SERVICE-MEADOWS 3,4	1,491.58
VEENSTRA & KIMM INC.	COLLEGE ST BRIDGE BID & CONSTRUCTION	16,255.07
WEST BRANCH COMMUNITY SCHOOL	LIGHTS & ATHLETIC FIELD USAGE	1,000.00
WEST BRANCH COMMUNITY SCHOOL	LIBRARY PARKING LOT IMPROVEMENTS	54,202.05
WEST BRANCH FORD	REPAIR PARTS	23.13
WINDSTAR LINES INC	CHARTER LOST ISLAND WATERPARK	1,025.00

TOTAL 478,654.81

PAYROLL 7/26/2019 59,530.90

PAID BETWEEN MEETINGS

EASTERN IOWA BRASS BAND	ENTERTAINMENT - HHTD	2,000.00
JULIA HIME	VIDEOGRAPHY SERVICES	50.00
REDMOND JONES	TRAVEL EXPENSE	528.43
REBECCA KNOCE	VIDEOGRAPHY SERVICES	150.00
MEDIACOM	CABLE SERVICE	41.90
JEREMY BOEKELMAN	ENTERTAINMENT - INFLATABLES - HHTD	11,250.00
NEEDHAM EXCAVATING	308 PV PARK CONSTRUCTION	94,919.11
US BANK CREDIT CARD	OFFICE SUPPLIES, CAMP PROGRAMS	2,405.03
VERIZON WIRELESS	TELEPHONE SERVICE	802.73
BODY SOUND LLC	SOUND & LIGHTS - HHTD	1,050.00
F & B COMMUNICATIONS	WEB HOSTING SERVICE	359.40
ROSTER'S ULTIMATE RACING	ENTERTAINMENT - HHTD	400.00
UPS	SHIPPING	73.05

TOTAL 114,029.65

GRAND TOTAL EXPENDITURES 652,215.36

FUND TOTALS

001 GENERAL FUND	52,488.59
022 CIVIC CENTER	654.07
031 LIBRARY	6,609.61
110 ROAD USE TAX	9,337.50
112 TRUST AND AGENCY	13,159.15
308 PARK IMP - PEDERSEN VALLEY	96,396.61
310 COLLEGE STREET BRIDGE	247,674.74
318 COLLEGE ST & 2ND ST IMPROVEMENTS	145,571.79
320 LIBRARY PARKING LOT IMPROVEMENTS	54,202.05
600 WATER FUND	7,704.44
610 SEWER FUND	14,626.81
740 STORM WATER UTILITY	3,790.00

GRAND TOTAL 652,215.36

REVENUE-FISCAL YEAR 2019

FUND	JUNE
001 GENERAL FUND	33,990.37
022 CIVIC CENTER	112.97
031 LIBRARY	476.78
036 TORT LIABILITY	81.95
110 ROAD USE TAX	24,216.35
112 TRUST & AGENCY	513.60
119 EMERGENCY TAX FUND	64.68
121 LOCAL OPTION SALES TAX	17,114.51
125 TIF	480.81
226 DEBT SERVICE	491.78
310 COLLEGE ST BRIDGE REPLACEMENT	175,473.76
500 CEMETERY PERPETUAL FUND	576.71
501 KROUTH PRINCIPAL FUND	376.27
502 KROUTH INTEREST FUND	87.18
600 WATER FUND	44,462.38
610 SEWER FUND	35,281.77
740 STORM WATER UTILITY	4,950.94
TOTAL	338,752.81

Jones provided a revised Pay Estimate number four for council consideration. It was determined that in error was made on the version submitted in the council packet. The correct pay estimate amount is \$ 214,637.12 and includes participating, non-participating and alternate amounts for completed work on the College Street Bridge project.

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

PUBLIC HEARING / NON-CONSENT AGENDA

Discussion - Latest developments regarding the downtown mural project.

Jones informed the Council that the mural location previously selected has fallen through and a new location was being considered. Jones said that he had a meeting with Cedar County Economic Development Director, Rod Ness and artist Ali Hval to discuss other options. Jones said it was determined that the mural could be painted on panels and installed as a billboard. The new location being considered is at the former Casey's site once the building has been removed. The Council expressed their desire to find a permanent location for the mural and preferably located on City property so that they wouldn't have to worry if a property owner would change their mind and want the mural removed at a later date. Jones said if that were the case, a contract would be drawn up to obligate each party for the installation/de-installation of the mural. Jones further stated that funds for the project would come from hotel/motel tax dollars and that the U of Iowa was paying for half of the project.

Discussion - Accepting the Wastewater Treatment Facility Plan and receiving the Wastewater Task Group's top 3 recommendations.

Jones said the waste water task force had completed their review of various waste water treatment solutions and provided the groups top three recommendations for consideration. The first, Submerged Attached Growth Reactor (SAGR), which is a lagoon enhancement system that forces waste water into aerated coarse gravel beds to achieve ammonia limits required by the Iowa Department of Natural Resources. Cost of project \$6,312,000. Second, Lemna Technologies, a company which has introduced a floating modular cover system. This solution consists of individual casing that fasten together to form a complete cover over the water surface. Cost of project \$7,294,000. Third, Sequencing Batch Reactor (SBR), the only mechanical plant solution. This would require an upgrade in operator certifications which come at a higher operating expense but is able to accommodate unforeseen / over performing population growth. Cost of project \$6,617,000.

The Council felt that the SAGR system, with approval from the City Engineer was the best option for West Branch and directed Jones to proceed with the planning of that system. Jones said he would begin exploring financing options and a future sewer rate structure that will help with funding the project.

Resolution 1831 – Approving a purchase agreement between Casey's Marketing Company and the City of West Branch. /Move to action.

Jones said City Attorney Olson had finally been able to negotiate an agreement with Casey's Marketing Company. The agreement includes Casey's removing the building and providing a chip & seal parking lot for city use.

Motion by Goodweiler, second by Pierce to approve the Resolution 1831. AYES: Goodweiler, Pierce, Stoolman, Miller, Ellyson. NAYS: None. Motion carried.

Resolution 1830 – Approve a Fund Transfer to the West Branch Public Library. /Move to action.

Motion by Ellyson, second by Goodweiler to approve the Resolution 1830. AYES: Ellyson, Goodweiler, Miller, Stoolman, Pierce. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reported to that he has a meeting with the owner of Point Builders on Tuesday to discuss Change Order #8 (Resolution 1799) that the Council previously failed. Jones asked what the Council was comfortable with paying. The Council said \$3,000 was all they were willing to offer. Jones also said that discussions were still taking place on a county wide project for the Iowa / Cedar County Great Places and asked if any council member was interested in participating in the committee.

CITY ATTORNEY REPORT

Kevin Olson was absent.

STAFF REPORTS

Library Director Nick Shimmin announced the re-hiring of Becky Knoche as the Youth Librarian. Becky is replacing Soli Page who recently vacated the position to take a job in Illinois. Shimmin also stated that he now a member of the Community Development Group (CDG) board. Shimmin listed a few projects the group is working on which include new, matching benches for the downtown, recent re-location of the CDG office to the Heritage Museum building, and planning of Christmas Past.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Pierce thanked the staff for their work on putting on another successful Hoover's Hometown Days. He said the event and quick clean-up efforts did not go unnoticed. Pierce said on a positive note, he noticed that people are starting to use Cubby Park's playground, ball fields and pickle ball courts. But on a negative note, their weeds everywhere, sink holes in the out fields, dormant grass and trees and said "it looks like an abandoned park". The council discussed the many items still remaining and wants some answers from Fehr Graham. The council agreed that it is time to hire someone else to finish the park and file for damages against the project.

Miller asked for a timeline for the sidewalk on North Downey Street (to connect with Brian Shay's project) to Northside Drive. Goodale reminded the Council that there is a twelve water main dead-ended near Northside Drive that needs to be addressed before moving forward. Goodale said he will discuss options with the City Engineer for installing the sidewalk separately from addressing the water main issue. Miller also said the new owners of the West Branch Village (Haven Park) is interested in meeting with City officials on a possible trail project.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:27 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk