

(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

**September 16, 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 Gordon Edgar, Public Works Director Matt Goodale, and Police Chief Mike Horihan.

GUEST SPEAKER AND PRESENTATIONS

Carolyn Anderson, Executive Director of the West Branch Community Development Group, presented a report on the CDG budget for 2018. She noted, that during the past year, the CDG office was relocated to space in the Heritage Museum in exchange for paying for a portion of the utility bills. One of the recent program activities was an exchange of eight members from Main Street Grundy Center visiting West Branch and West Branch sending eight members to Grundy Center. The Grundy Center people observed that West Branch was friendly, inviting and quaint but also it lacked street signs downtown, there were no signs directing people to the Hoover site if they entered the city from the north, east or west. She also noted that the Smithsonian Institution's Museum on Main Street will visit West Branch in November and December of 2020.

PUBLIC COMMENT

Millie Verlo, 424 East Main Street, addressed the Council and asked for sewer forgiveness on a recent utility bill. She said a hose had run all night and she was billed \$200 for water and \$200 for sewer. She said she expected to pay for the water but would like forgiveness for the sewer portion. The Council agreed to forgive her sewer bill and also said that Jim McLain's request should be revisited. Edgar agreed to have credits calculated for both parties. Miller asked that a policy be established in the future to handle this type of situation.

John Fuller, Chairman of the Planning and Zoning Commission, spoke briefly about the posters that would be presented tomorrow night at the Revised Comprehensive Plan Open House at the Town Hall. He invited everyone to join him from 6:00 pm to 8:00 pm.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve minutes for City Council meeting September 3, 2019.

Motion to approve a block party permit application (Merle Eggert requesting).

Motion to approve the West Branch Fire Department appointment of Dan Powers.

Motion to accept the Staff Work Plan.

Motion to approve the Claims Report.

EXPENDITURES

9/16/2019

ALLIANT ENERGY	CUBBY PARK	13,905.34
AMAZON	BOOKS, PROGRAM SUPPLIES	711.60
BAKER & TAYLOR INC.	BOOKS	63.93
BANKERS ADVERTISING COMPANY	AWARD PLAQUE	42.05
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	98.49
BSN SPORTS INC	SPORTS SUPPLIES & EQUIP	4,195.43
BUSINESS RADIO SALES	RADIO REPAIR	86.25
CEDAR COUNTY RECORDER	RECORDING FEES	50.00
CHERYL HOLLICH	BUILDING INCENTIVE PAYMENT	1,582.29
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	50.15
DEWEYS JACK & JILL	MAINT & OPERATING SUPPLIES	118.93
DON KRAMER	LIBRARY PROGRAM	247.00
ECONO SIGNS LLC	SIGNS	672.51
EMERGENCY SERVICES MARKETI	SERVICE SUBSCRIPTION	735.00
FEHR GRAHAM	308 PV PARK CONST SERVICE	3,177.75
FELD FIRE EQUIPMENT CO. IN	SUPPLIES	2,151.93

GIERKE-ROBINSON COMPANY INC	SUPPLIES	304.90
HD CLINE COMPANY	LAWN MOWER	9,359.00
HOLLYWOOD GRAPHICS	SHIRTS	2,674.72
IMWCA	WORKERS' COMPENSATION PREMIUM	2,097.00
INTERSTATE POWER SYSTEMS INC	ANNUAL GENERATOR SERVICE	762.62
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING	655.37
IOWA ONE CALL	LOCATION SERVICE	81.00
IOWA STATE UNIVERSITY, TRE	PROG FEE-INSECT ZOO HANDS ON	267.58
JOHNSON COUNTY REFUSE INC.	RECYCLING AUGUST 2019	4,009.00
L. L. PELLING CO. INC	STREET REPAIRS	50,954.66
LENOCH & CILEK	SUPPLIES	76.97
LIBRARICA LLC	CASSIE LICENSE	99.00
LINN COUNTY R.E.C.	STREET LIGHTS	139.23
LYNCH'S EXCAVATING INC	REPAIR WATER MAIN-GREENVIEW CT	2,438.10
MATT PARROTT/STOREY KENWORTHY	LASER UTILITY BILLS	715.00
MENARDS	SUPPLIES	138.22
PAUL O'NEIL	TELEPHONE REPAIR	37.10
PITNEY BOWES GLOBAL FINANCE	POSTAGE METER LEASE	102.39
PITNEY BOWES PURCHASE POWER	REPLENISH POSTAGE METER-LIBRARY	503.50
PLAY IT AGAIN SPORTS	VOLLEYBALLS AND BAGS	777.33
PLUNKETT'S PEST CONTROL IN	PEST CONTROL-CITY BUILDINGS	170.18
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK & CEMETERY	180.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	759.00
QUILL CORP	OFFICE SUPPLIES	117.91
STATE HYGIENIC LAB	LAB ANALYSIS	273.00
STATE INDUSTRIAL PRODUCTS	MAINTENANCE SUPPLIES	180.56
UPS	SHIPPING	73.04
US BANK EQUIPMENT FINANCE	LIBRARY COPIER LEASE	223.13
USA BLUE BOOK	SUPPLIES	1,096.48
VITAL IMAGERY LTD	SUBSCRIPTION ICLIPART TO 8-28-20	50.00
WALMART COMMUNITY/RFCSELLC	DVDS, PROG & OFF SUPPLIES	377.92
WEST BRANCH ANIMAL CLINIC	ANIMAL CARE	329.00
WEST BRANCH REPAIRS	VEHICLE REPAIR	231.45
WEX BANK	WEX BANK	2,222.01
YOTTYS, INC.	HHTD GOLF CARTS	1,000.00

TOTAL 111,365.02

PAYROLL 9/6/2019 43,940.94

PAID BETWEEN MEETINGS

SWANSON, ROBERT	UTILITY REFUND	66.45
HUEBBE, KALLISTA	UTILITY REFUND	66.35
LEVIN, ARIEL	UTILITY REFUND	66.45

TOTAL 199.25

GRAND TOTAL EXPENDITURES 155,505.21

FUND TOTALS

001 GENERAL FUND	96,044.77
022 CIVIC CENTER	749.45
031 LIBRARY	8,916.99
036 TORT LIABILITY	1,977.09
110 ROAD USE TAX	4,448.58
112 TRUST AND AGENCY	4,837.23
308 PARK IMP - PEDERSEN VALLEY	12,536.75
600 WATER FUND	14,947.46
610 SEWER FUND	11,046.89

GRAND TOTAL 155,505.21

REVENUE-FISCAL YEAR 2020

FUND	AUGUST
001 GENERAL FUND	22,846.35
022 CIVIC CENTER	215.00
031 LIBRARY	217.56

110 ROAD USE TAX	33,553.54
121 LOCAL OPTION SALES TAX	18,301.74
125 TIF	518.13
310 COLLEGE ST BRIDGE REPLACEMENT	138,670.23
500 CEMETERY PERPETUAL FUND	300.10
502 KROUTH INTEREST FUND	0.03
600 WATER FUND	54,341.08
610 SEWER FUND	32,944.92
740 STORM WATER UTILITY	4,988.11
TOTAL	306,896.79

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

PUBLIC HEARING / NON-CONSENT AGENDA

Discussion: Questions about the insect screening required for the Cubby Park concession stand have arisen. Nate Kass said he recommended that the bug screen be installed. Fehr Graham had experienced an inspector who required the screen be installed. They had also experienced inspectors who did not enforce the code. Melissa Russell commented that she would hate to have the building not pass inspection because the screen was not installed. The Council then agreed to have it installed.

Resolution 1838 – Approving Change Order #4 in the amount of \$19,346.12 for the relocation of an existing 12” water main for the College Street Bridge Project. /Move to action.

Dave Schechinger spoke on the requirements to correct problems that had been encountered. The contractor had to remove some utilities and lower some intakes. V & K will compensate the City for approximately \$3,800 of the Change Order amount.

Motion by Ellyson, second by Goodweiler to approve the Resolution 1838. AYES: Ellyson, Goodweiler, Stoolman, Miller. Absent: Pierce. NAYS: None. Motion carried.

Discussion: Consider a request from Fobian Brothers for an intake and storm water pipe installation.

Dave Schechinger reported that the existing drain for the area was unusable due to silt buildup and the construction was now causing water issues for the grain storing operation. The work actually has been completed because the contractor had a crew available with time to complete the work. The contractor would now like to be paid for the work. Redmond Jones will contact Fobian Brothers about participating in the payment and if they decline, the City will have to absorb the entire amount.

Resolution 1839 – Approving an employee salary adjustment for completing the Law Enforcement Academy Project. /Move to action.

Chief Horihan explained that Officer Murdock had been hired at \$19.50 per hour and had been promised an increase after completing the Law Enforcement Academy.

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

CITY ADMINISTRATOR REPORT

Jones asked the Council if anyone wanted to attend the Iowa League of Cities conference in Dubuque next week. He did not receive any commitments to attend. Jones said he will attend a Community Catalyst Training in Brooklyn, Iowa on September 17th. Jones said he has requested an extension of the deadline to clean up the former Croell site to next spring.

CITY ATTORNEY REPORT

No comments.

STAFF REPORTS

No comments.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Miller asked if P & Z was going to outlaw the fireworks stand on Larry Lynch’s property south of I-80. Jones replied that he thought P & Z wanted to designate that area as the only zone in town where fireworks could be sold.

Miller commented that since the entrance to the golf course has been moved, the traffic flow has changed and the road seems more dangerous now.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 8:15 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Gordon Edgar, Deputy City Clerk