

(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

**October 21, 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: Deputy Clerk Leslie Brick, Finance Officer Gordon Edgar, Public Works Director Matt Goodale, Police Chief Mike Horihan, City Attorney Kevin Olson and City Engineer Dave Schechinger,

GUEST SPEAKER AND PRESENTATIONS

Safety Committee Update (Jose Gongora) – presented current and past activities of the Safety Committee which consists of City staff and fire department personnel. Gongora said a new topic is discussed each month and safety protocols are put into place for all areas identified where improvements can be made. Gongora also mentioned that since the safety program had started, the City’s workman’s compensation premiums have gone down each year and stated the program would continue indefinitely.

PUBLIC COMMENT

Mary McGee, West Branch resident informed the Council of personal safety issues she is experiencing. Police Chief Horihan said he was investigating her allegations.

Horihan provided additional updates to the Council regarding golf cart operation, Halloween safety tips and recent phone scams. Horihan said communication has been placed on the West Branch Police Department website as well as in the West Branch Times. Horihan also reported on a recent high-speed chase through Cedar County which again closed I-80 and directed traffic through West Branch. Horihan said he would be taking with IDOT to see if something could be done to re-route traffic away from Main Street.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

Motion to approve the minutes for City Council Meeting October 7, 2019

Resolution 1845 – Resolution of Support and Financial Commitment for the Main Street Program

Motion to approve Pay Estimate # 6 for the College Street Bridge Project

Motion to approve the Claims Report

October claims paid and September revenue

EXPENDITURES	10/21/2019	
AERO RENTAL INC	EQUIPMENT RENTAL	627.00
ALLIANT ENERGY	ALLIANT ENERGY	12,595.56
ALTORFER INC	VEHICLE REPAIR PARTS	6.85
AMAZON	BOOKS, OFFICE & MAINT SUPPLIES	829.39
BAKER & TAYLOR INC.	BOOKS	1,006.06
BANKERS ADVERTISING COMPANY	OFFICE SUPPLIES	20.58
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	34.05
BEAN & BEAN	GRAVE OPENINGS	2,200.00
BRICK, LESLIE	MILEAGE	85.08
CAJ ENTERPRISES INC	ROCK	241.29
CEDAR COUNTY RECORDER	RECORDING FEES	48.00
CEDAR RAPIDS PHOTO COPY INC	COPIER MAINTENANCE	18.54
CONLEY & JENNA NASH	BUILDING INCENTIVE PAYMENT	1,064.80
CULLIGAN WATER TECHNOLOGIE	WATER SOFTENER SERVICE	23.20
CY'S TREE SERVICE	TREE TRIMMING	2,575.00
D&R PEST CONTROL	PEST CONTROL	70.00
DAN'S OVERHEAD DOORS & MOR	BUILDING MAINTENANCE	493.75
DEWEYS JACK & JILL	LIB & PARK PROGRAM SUPPLIES	59.56

ENVIRONMENTAL MANAGEMENT SERVICES	ASBESTOS REMOVAL	890.00
FEHR GRAHAM	308 PV PARK CONST SERVICES	1,908.00
FELD FIRE EQUIPMENT CO. INC	SUPPLIES & UNIFORMS	1,728.00
HARRY'S CUSTOM TROPHIES LT	PARTICIPANT RIBBONS	180.00
HD CLINE COMPANY	LAWN MOWER BAGGER	3,581.48
HI-LINE ELECTRIC COMPANY INC	MAINTENANCE SUPPLIES	503.08
HOLLYWOOD GRAPHICS	JERSEYS	1,887.00
HOSPERS & BROTHER PRINTERS	OFFICE SUPPLIES	202.25
ICAD GROUP	DUES	2,750.00
IOWA CODIFICATION INC	CODIFICATION SERVICES-PHASE 1	1,500.00
IOWA DEPARTMENT OF NATURAL	2020 ANNUAL WATER USE FEE	95.00
JOHNSON COUNTY REFUSE INC.	RECYCLING SEPTEMBER	4,018.50
KIECK'S CAREER APPAREL & UNIFORMS	UNIFORMS	119.05
LINN COUNTY R.E.C.	STREET LIGHTS	148.12
LYNCH, RYAN OR LINDSEY	BUILDING INCENTIVE PAYMENT	1,917.47
MARTIN P GILLESPIE	BUILDING INCENTIVE PROGRAM	847.03
MENARDS	SUPPLIES	138.45
MIDLAND GIS SOLUTIONS, LLC	INTEGRITY GIS WEBSITE HOSTING	3,600.00
MISCELLANEOUS VENDOR	VIRTUAL ADV STUDIOS: VENDOR REFUND	50.00
OASIS ELECTRIC LLC	BUILDING MAINTENANCE	563.68
OLSON, KEVIN D	LEGAL SERVICES - OCTOBER, 2019	1,500.00
PITNEY BOWES PURCHASE POWER	PITNEY BOWES PURCHASE POWER	500.00
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK	90.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	970.00
QUILL CORP	OFFICE SUPPLIES	246.35
RIVER PRODUCTS COMPANY INC	ROADSTONE	319.42
SEYDEL, RANDY AND LINDSAY	BUILDING INCENTIVE PAYMENT	2,777.96
SHIMMIN, NICK	REGISTRATION	45.00
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
UPS	SHIPPING	22.82
US BANK EQUIPMENT FINANCE	COPIER LEASE PAYMENT	106.25
WALMART COMMUNITY/RFCSLLC	DVDS, PROGRAM SUPPLIES	301.71
WATER SOLUTIONS UNLIMITED	CHEMICALS	1,956.06
WEST BRANCH COMMUNITY SCHOOL	TRANSPORTATION-PARK & REC PROGRAMS	1,982.47
WEST BRANCH FORD	VEHICLE REPAIR	1,190.49
WEST BRANCH TIMES	LEGAL PUBLICATIONS & ADVERTISIG	456.86
WEX BANK	VEHICLE FUEL	1,851.30
TOTAL		62,968.51
PAYROLL	10/18/2019	55,107.29
<u>PAID BETWEEN MEETINGS</u>		
UPS	SHIPPING	22.82
WESTGARD WOODWORKS	DEPOSIT ON DOOR INSTALLATION	2,200.00
TOTAL		2,222.82
GRAND TOTAL EXPENDITURES		120,298.62
FUND TOTALS		
001 GENERAL FUND	54,203.70	
022 CIVIC CENTER	3,278.03	
031 LIBRARY	10,201.45	
110 ROAD USE TAX	6,555.46	
112 TRUST AND AGENCY	12,185.80	
308 PARK IMP - PEDERSEN VALLEY	5,408.00	
312 DOWNTOWN EAST REDEVELOPMENT	890.00	
600 WATER FUND	15,137.07	
610 SEWER FUND	12,439.11	
GRAND TOTAL	120,298.62	
REVENUE-FISCAL YEAR 2020		
FUND SEPTEMBER		
001 GENERAL FUND	133,278.92	
022 CIVIC CENTER	1,637.90	
031 LIBRARY	607.98	
036 TORT LIABILITY	4,416.91	
110 ROAD USE TAX	33,362.33	
112 TRUST & AGENCY	25,191.47	

119 EMERGENCY TAX FUND	3,545.91
121 LOCAL OPTION SALES TAX	18,301.74
125 TIF	22,874.92
226 DEBT SERVICE	30,941.93
310 COLLEGE ST BRIDGE REPLACEMENT	266,182.82
500 CEMETERY PERPETUAL FUND	586.25
501 KROUTH PRINCIPAL FUND	383.18
502 KROUTH INTEREST FUND	88.64
600 WATER FUND	53,069.91
610 SEWER FUND	37,889.52
740 STORM WATER UTILITY	5,202.10
TOTAL	637,562.43

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

PUBLIC HEARING / NON-CONSENT AGENDA

Discussion: Hoover's Hometown Days 2019 and 2020.

Laughlin said the planning committee had met to review this year's event and it was noted that attendance was down from previous years and said they felt that the event lacked advertising. Laughlin suggested that advertising budget dollars be considered. Others comments were suggestions of moving the Main Street stage closer to the Fire Station and compacting the event to help with the number of road closures and crowd control. Laughlin said the committee welcomes and ideas for 2020. Stoolman suggested that the event incorporate new activities and events to keep the event 'fresh'. Ellyson supported the idea changing the layout.

Resolution 1846 – Approving Change Order #5 in the amount of \$2,424.00 for the College Street Bridge Replacement Project. / Move to action.

Schechinger explained that an additional storm sewer and intake was required to provide adequate drainage on the Fobian property which is the result of this change order. The Council had no objections.

Motion by Miller, second by Goodweiler to approve the Resolution 1846. AYES: Miller, Goodweiler, Ellyson, Stoolman. Absent: Pierce. NAYS: None. Motion carried.

Resolution 1847 – Approving Change Order #6 in the amount of \$11,738.98 for the College Street Bridge Replacement Project. / Move to action.

Schechinger explained that the change order includes a relocation of a water service due to a conflict with a storm intake along East College Street, an air release valve required to ensure there is not a hammer lock affect in the 12" water main that is routed over the 24" storm sewer and that soil beneath the roadway had been found to be unsuitable to reach compaction specifications. The Council had no objections for the change order.

Motion by Miller, second by Goodweiler to approve the Resolution 1847. AYES: Miller, Goodweiler, Stoolman, Ellyson. Absent: Pierce. NAYS: None. Motion carried.

First Reading of Ordinance 768 Amending Title "Traffic and Vehicles" Chapter 65 "Stop or Yield Required". / Move to action.

Horihan had previously addressed his concerns to the Council regarding the need for stop signs and new streets in The Meadows, Part 4A. This ordinance includes adding stop signs at the south end of Dawson Drive where it intersects with West Main Street and adds a four-way stop to the intersection of Dawson Drive and West Orange Street.

Motion by Goodweiler, second by Stoolman to approve the first reading of Ordinance 768. AYES: Goodweiler, Stoolman, Miller, Ellyson. Absent: Pierce. NAYS: None. Motion carried.

First Reading of Ordinance 769 Amending Title "Traffic and Vehicles" Chapter 69 "Parking Regulations". / Move to action.

Horihan had previously addressed resident concerns with parking along the curve of Hilltop Drive. This ordinance will limit parking along this stretch of Hilltop Drive to provide additional sight and safety concerns.

Motion by Goodweiler, second by Stoolman to approve the first reading of Ordinance 769. AYES: Goodweiler, Stoolman, Ellyson, Miller. Absent: Pierce. NAYS: None. Motion carried.

Resolution 1848 – Approving the Submission of the City of West Branch 2018 -2019 Annual Finance Report to the State Auditor’s Office. / Move to action.

Motion by Miller, second by Ellyson to approve the Resolution 1848. AYES: Miller, Ellyson, Stoolman, Goodweiler. Absent: Pierce. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Absent.

CITY ATTORNEY REPORT

No report.

STAFF REPORTS

Edgar said he is working with a couple of brokers for health insurance quotes.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin said he attended a Lower Cedar Watershed Association meeting and learned that the group recently received a one hundred thousand dollar grant from the DNR. The grant monies will be used to create a website and educational materials along with hiring a consultant. Laughlin said this group also solicits donations from cities to fund grants for other cities. Laughlin also reported that the newly formed Nuisance Committee met to discuss next steps for addressing nuisances within the City. Laughlin said he was not pleased with the weeds and lack of grass at Cubby Park. Goodale stated that if the park was not accepted at the next City Council meeting, then Needham would need to be responsible for winterizing the concession stand, restrooms and irrigation system.

Goodweiler questioned if the Gaskill family was contacted again regarding the property needed for flood mitigation. Schechinger said he did meet with the family and shared the USGS report and said he felt the Gaskill’s showed interest in the project.

ADJOURNMENT

Motion to adjourn by Ellyson, second by Goodweiler. Motion carried on a voice vote. City Council meeting adjourned at 7:44 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk