

(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 westbranchiowa.org/city-of-west-branch/mayor-city-council/meetings/. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**February 18, 2020
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Roll call: Council members: Colton Miller, Jodee Stoolman, Nick Goodweiler, Jerry Sexton and Tom Dean were present. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, Finance Officer Gordon Edgar, Police Chief Mike Horihan, Public Works Director Matt Goodale and Library Director Nick Shimmin.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Motion to Approve Meeting Minutes for City Council Meeting February 4, 2020.

Motion to Approve a Class C Native Wine, with Outdoor Service and Sunday Sales Liquor License Renewal for Brick Arch Winery, Located at 116 W. Main Street.

Motion to Approve a Class C Liquor License, Class B Native Wine, with Outdoor Service and Sunday Sales for Eldr LLC., 2 Ember Lane, West Branch.

Motion to Approve the Claims Report.

February Claims and January Revenues

EXPENDITURES	2/18/2020	
ALLIANT ENERGY	ALLIANT ENERGY	12,767.50
ALTORFER INC	REPAIR PARTS	473.05
AMAZON	BOOKS AND SUPPLIES	904.43
AMERICAN PUBLIC WORKS ASSOCIATION	MEMBERSHIP RENEWAL	208.00
AXON ENTERPRISE, INC.	PAYMENT ON TASERS	1,056.00
BAKER & TAYLOR INC.	BOOKS	746.33
BARNHART'S CUSTOM SERVICES	CROELL SITE CONCRETE DEMOLITION	49,663.75
BARRON MOTOR SUPPLY	SUPPLIES	315.74
BIG COUNTRY SEEDS INC	ICE MELT	401.80
BMI	MUSIC LICENSE	364.00
BROWN'S WEST BRANCH	VEHICLE REPAIR	339.64
CAJ ENTERPRISES INC	SAND HAULING	498.33
CEDAR COUNTY COOPERATIVE	VEHICLE FUEL	1,576.31
CEDAR COUNTY RECORDER	RECORDING FEES	7.00
D&R PEST CONTROL	PEST CONTROL SERVICE	70.00
EBSCO INDUSTRIES, INC	SUBSCRIPTION RENEWAL	627.90
F&B COMMUNICATIONS INC	TECHNOLOGY SERVICES	262.99
FRED'S FEED & SUPPLY LLC	SUPPLIES	46.40
HI-LINE ELECTRIC COMPANY INC	SUPPLIES	80.72
IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION	DUES BRICK 20-21	150.00
IOWA POLICE CHIEFS ASSOCIATION	HORIHAN DUES-TO 12-31-2020	125.00
IOWA SECTION AWWA	TRAINING	120.00
JJ NICHING COMPANY	REPAIR PARTS	130.46
JOHNSON COUNTY REFUSE INC.	RECYCLING - JANUARY, 2020	4,013.75
LINN COUNTY R.E.C.	STREET LIGHTS	149.00
MENARDS	SHELVING UNITS & SUPPLIES	392.52
MIDWEST FRAME & AXLE	VEHICLE REPAIR	863.64
MIDWEST TAPE LLC	SUPPLIES	14.99
MISCELLANEOUS VENDOR	B WILDEMUTH:MAILBOX REIMBURSEMENT	50.00
MOORE'S WELDING INC	REPAIR PARTS	750.00
OASIS ELECTRIC LLC	LIGHTS-COLLEGE ST BRIDGE	1,691.71
OLSON, KEVIN D	LEGAL SERVICES- FEBRUARY, 2020	1,500.00
PYRAMID SERVICES INC.	SUPPLIES	175.92
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	913.00
QUILL CORP	OFFICE SUPPLIES	137.21
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
STATE LIBRARY OF IOWA	E-BOOK SUBSCRIPTION FEES	61.00
THE BOOK FARM INC	BOOKS	658.50

US BANK EQUIPMENT FINANCE	COPIER LEASE - LIBRARY	106.25
WALMART COMMUNITY/RFCSELLC	MAINT, PROGRAM SUPPLIES, DVDS	254.68
WEST BRANCH TIMES	SUBSCRIPTION	892.90
WEX BANK	VEHICLE FUEL	1,442.86
TOTAL		85,029.28
PAYROLL	2/7/2020	45,696.57
PAID BETWEEN MEETINGS		
HI-LINE ELECTRIC COMPANY	SUPPLIES	208.37
UPS	SHIPPING	21.31
BROWN'S WEST BRANCH	2020 RAM 1500	24,668.51
PARKSIDE SERVICE	VEHICLE REPAIRS	2,452.24
UPS	SHIPPING	23.68
TOTAL		27,374.11
GRAND TOTAL EXPENDITURES		158,099.96

FUND TOTALS		
001 GENERAL FUND		59,682.86
022 CIVIC CENTER		749.73
031 LIBRARY		9,807.80
110 ROAD USE TAX		12,765.35
112 TRUST AND AGENCY		5,055.50
308 PARK IMP - PEDERSEN VALLEY		279.76
310 COLLEGE STREET BRIDGE		1,691.71
312 DOWNTOWN EAST REDEVELOPMENT		49,663.75
600 WATER FUND		9,473.33
610 SEWER FUND		8,930.17
GRAND TOTAL		158,099.96

REVENUE-FISCAL YEAR 2020		
FUND JANUARY		
001 GENERAL FUND		19,951.31
022 CIVIC CENTER		204.50
031 LIBRARY		188.92
036 TORT LIABILITY		35,479.58
110 ROAD USE TAX		31,570.21
112 TRUST & AGENCY		(34,234.97)
119 EMERGENCY TAX FUND		149.05
121 LOCAL OPTION SALES TAX		18,721.41
125 TIF		4,087.16
226 DEBT SERVICE		1,491.81
500 CEMETERY PERPETUAL FUND		0.10
502 KROUTH INTEREST FUND		0.03
600 WATER FUND		42,192.80
610 SEWER FUND		35,850.02
740 STORM WATER UTILITY		5,291.75
TOTAL		160,943.68

Motion by Sexton, second by Stoolman approve agenda/consent agenda items. AYES: Sexton, Stoolman, Miller, Dean, Goodweiler. NAYS: None. Motion carried.

PUBLIC HEARING / NON-CONSENT AGENDA

Second Reading of Ordinance 772 Approving the Rezoning of a Certain Parcel of Property Located North of Interstate 80 and East of Parkside Drive from B-2 Business District to a PUD – Planned Unit Development District (Parkside BP property). /Move to action.

Motion by Miller, second by Goodweiler to approve the 2nd reading of Ordinance 772. AYES: Miller, Goodweiler, Stoolman, Dean, Sexton. NAYS: None. Motion carried.

Discussion: Consider a new Golf Cart Ordinance.

Bobby Sexton, 21 Greenview contacted the City in early January with concerns over golf cart safety and asked if the city had an ordinance for golf cart use. Sexton learned that the city did not have a specific ordinance, but did have some general rules and guidelines for golf cart use on city streets. Sexton took it upon himself and contacted several Iowa cities to find out how other communities handle the issue and wrote a sample ordinance for Council consideration. Sexton stated the (city) “should do something before someone gets hurt”. Horihan said Sexton had contacted him as well and has reviewed the proposed ordinance. Horihan asked the Council for their direction. Miller noted that if the city had a general guidelines in place, asked then why is this still a problem? Horihan said his department has stopped kids who were found operating carts in the past, but had not issued tickets. Horihan said his department is “going to step-up” enforcement of those rules. The proposed ordinance includes language to register the cart with the city, subject to inspections of the safety requirements and provide proof of insurance. The council agreed to investigate the proposed ordinance and provide feedback for moving forward with an ordinance.

Discussion: Consider amending water rate discounts for large water users.

Brick researched the high water users (customers using more than 250,000 gallons per month) and found that three utility customers exceeded that usage amount in the past twenty four months. Currently, the City Code provides a discounted rate over 250,000 gallons at \$5.23 per 1,000 gallons. Recently, the Council questioned why discounts were provided to those customers and asked what incentive it gave them to conserve water. Miller explained that when the discounted rate was established, the West Branch Village was considered an ‘affordable housing’ option and is the biggest water user in the city, but added “that now has since changed”. The council concluded that it wasn’t fair to penalize the average user to pay a higher rate than those who use higher amounts. The council agreed that the discounted rate should be eliminated and directed Jones have an ordinance drafted.

Resolution 1877 – Accepting the City Administrator’s recommended budget and ordering a Public Hearing for March 2, 2020 to adopt the FY 2020-2021 Budget. / Move to action.

Laughlin recapped the budget highlights. No further changes were recommended or discussed.

Motion by Goodweiler, second by Dean to approve Resolution 1877. AYES: Goodweiler, Dean, Sexton, Miller, Stoolman. NAYS: None. Motion carried.

Resolution 1876 – Approve submitting the Iowa Department of Transportation Agreement / Resolution Sign Replacement Program Application for Cities & Counties (Grant). / Move to action.

Goodale explained the IDOT sign replacement program which provides a \$5,000 grant for cities for sign replacement. Signs eligible for replacement have to meet specific requirements and Goodale said many signs on the east side of town meet those requirements and will be replaced. IDOT will reimburse the City up to \$5000 for sign replacements.

Motion by Sexton, second by Goodweiler to approve Resolution 1876. AYES: Sexton, Goodweiler, Stoolman, Dean, Miller. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reminded the new Council members to schedule a time to have their picture taken for the city website. Jones said with the help of Planning & Zoning Chairperson Fuller, volunteers, and the Mayor, the city was able to complete the Volkswagen Grant and get it submitted before the deadline. Jones also reported that an old 28E agreement was located regarding the maintenance of Cedar-Johnson Rd. The agreement from 1977 between Johnson County and West Branch gave all future maintenance rights, including jurisdiction to the City of West Branch. Miller felt the agreement was outdated and should be renegotiated with Johnson County. Laughlin said he and Jones would schedule a meeting with Johnson County to discuss the 1977 agreement.

CITY ATTORNEY REPORT

Absent.

STAFF REPORTS

None.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin reported that the Lower Cedar Water Shed Management Authority, has been awarded a DNR Planning Grant to assist with flooding issues. Laughlin asked the Council to consider pledging additional financial support this year.

Sexton gave feedback on the proposed sewer waiver policy and indicated that he liked North Liberty's policy. Brick said she would draft a policy (to be adopted by resolution) and present it for council consideration in April.

Dean asked if the recent sewer rate increase was being set aside in a separate fund for the waste water treatment plant. Edgar confirmed that a new account had been set up. Dean also asked the Council to consider paying for the lights at Appreciation Park. Dean said that the Bickford family established the park, which includes two light poles and the electricity for the lights was fed to the building to the east of the park which Bickford owned at that time. The building has since been sold and the new owners have chosen to not pay for the lighting. Miller asked for Dean to provide some additional costs for the operation of those lights for council consideration.

Miller asked for a status on the lights on the College Street Bridge. Goodale responded that Oasis Electric had completed their part and that the project was waiting on Alliant Energy. Goodale said that a meeting with Alliant was scheduled for later this month and this topic would be discussed again.

Motion to adjourn to closed session. / Move to action.

Motion by Miler, second by Sexton. AYES: Miller, Sexton, Stoolman, Goodweiler, Dean. NAYS: None. Motion carried.

ADJOURNMENT

Motion to adjourn the regular meeting by Dean, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 8:33 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk