

(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**

**March 16, 2020
7:00 p.m.**

Mayor Pro Tem Miller called the West Branch City Council meeting to order at 7:00 p.m. Roll call: Council members: Jodee Stoolman, Nick Goodweiler (via video/audio conference), Jerry Sexton and Tom Dean were present. Mayor Laughlin was absent. Miller welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy Clerk Leslie Brick, Finance Officer Gordon Edgar, City Attorney Kevin Olson, Police Chief Mike Horihan and Library Director Nick Shimmin.

PRESENTATIONS

Chief Horihan presented the new police vehicle to the Council. Horihan said the 2020 Dodge Ram pick-up has been equipped and decaled and that Sergeant Hanna has been assigned the vehicle. Horihan invited the Council to stop by the Police Department office and take a look at it.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion to approve minutes for City Council meeting of March 2, 2020.

Motion to approve additional Cubby Park purchases paid from an approved Cubby Park Project Budget of \$25,000.

Resolution 1881 - Approving 28E Agreements between the City of West Branch and the Boards of Trustees of Cass, Gower, Graham, Iowa, Scott and Springdale Townships for the purposes of fire protection, assistance for other emergencies and/or disasters relating to life and property or hazardous materials.

Motion to Approve the Claims Report.

March claims and February Revenues

EXPENDITURES	3/16/2020	
AERO RENTAL INC	EQUIPMENT RENTAL	1,072.50
ALLIANT ENERGY	ALLIANT ENERGY	12,650.40
ALTORFER INC	EQUIPMENT REPAIR PARTS	117.02
AMAZON	BOOKS, SUPPLIES	574.05
BAKER & TAYLOR INC.	BOOKS	161.97
BARRON MOTOR SUPPLY	MAINTENANCE SUPPLIES	5.02
CATHERINE STEEN	MAINTENANCE SUPPLIES	15.36
CEDAR COUNTY RECORDER	RECORDING FEES	34.00
CULLIGAN WATER TECHNOLOGIES	WATER SOFTENER SERVICE	63.11
DEWEYS JACK & JILL	SUPPLIES	29.45
DIAMOND VOGEL PAINTS	SUPPLIES	32.63
ELECTRIC PUMP INC	SERVICE CALL	2,011.70
ELECTRICAL ENGINEERING & EQUIPMENT	SUPPLIES	603.96
FRONTLINE PLUS FIRE & RESCUE	OUTDOOR SIREN MAINTENANCE	1,160.00
HINKHOUSE GLENN OR PAMELA	BUILDING INCENTIVE PAYMENT	1,184.87
IOWA ASSN. MUN. UTILITIES	SAFETY TRAINING	655.37
IOWA PARK AND RECREATION ASSOCIATION	CONFERENCE	235.00
JAB INK GRAFIX & DESIGNS	VEHICLE SIGNAGE	790.00
JOHNSON COUNTY REFUSE INC.	RECYCLING - FEBRUARY, 2020	4,013.75
JOSHUA LANGFORD	BUILDING INCENTIVE PAYMENT	1,106.48
LENOCH & CILEK	SUPPLIES	7.96
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,281.12
LINN COUNTY R.E.C.	STREET LIGHTS	189.18
LYNCH'S PLUMBING INC	BUILDING MAINTENANCE	794.00
MENARDS	MAINTENANCE SUPPLIES	300.19
MIDWEST FRAME & AXLE	REPAIR PARTS	412.55
MOORE'S WELDING INC	VEHICLE REPAIR	1,600.45
MUNICIPAL SUPPLY INC.	SUPPLIES, WATER METER	2,054.80
NELSON & SONS PLUMBING INC	SERVICE CALL	98.52
PITNEY BOWES GLOBAL FINANCE	POSTAGE METER LEASE	102.39

PYRAMID SERVICES INC.	REPAIR PARTS	87.13
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	759.00
QUALITY ENGRAVED SIGNS	OFFICE SUPPLIES	27.46
RACOM CORPORATION	RADIO REPAIR	657.50
SAWYER, ALEX	BUILDING INCENTIVE PAYMENT	2,389.71
SHIMMIN, NICK	KEYS	60.00
STATE HYGIENIC LAB	LAB ANALYSIS	26.00
STATE LIBRARY OF IOWA	KIDS FIRST CONFERENCE 4-6-2020	125.00
TRUCK EQUIPMENT INC	VEHICLE REPAIR	54.32
UPS	SHIPPING	47.36
USA BLUE BOOK	SUPPLIES	2,383.31
WALMART COMMUNITY/RFCSELLC	DVDS, PROGRAM & MAINT SUPPLIES	303.10
WEX BANK	WEX BANK	1,169.41
TOTAL		41,447.10
PAYROLL	3/6/2020	44,840.30
PAID BETWEEN MEETINGS		
DAKOTA KRUSE	DEPOSIT REFUND	62.21
CHARLES MILLER	DEPOSIT REFUND	18.06
TOTAL		80.27
GRAND TOTAL EXPENDITURES		86,367.67

FUND TOTALS	
001 GENERAL FUND	39,441.09
022 CIVIC CENTER	997.51
031 LIBRARY	7,678.41
110 ROAD USE TAX	8,873.44
112 TRUST AND AGENCY	4,973.23
600 WATER FUND	14,356.12
610 SEWER FUND	10,047.87
GRAND TOTAL	86,367.67

REVENUE-FISCAL YEAR 2020
FUND FEBRUARY

001 GENERAL FUND	21,704.81
022 CIVIC CENTER	235.73
031 LIBRARY	263.64
036 TORT LIABILITY	188.77
110 ROAD USE TAX	28,646.78
112 TRUST & AGENCY	1,076.51
119 EMERGENCY TAX FUND	151.53
121 LOCAL OPTION SALES TAX	15,823.18
125 TIF	1,490.32
226 DEBT SERVICE	1,308.11
500 CEMETERY PERPETUAL FUND	0.09
502 KROUTH INTEREST FUND	0.03
600 WATER FUND	41,719.07
610 SEWER FUND	44,081.74
740 STORM WATER UTILITY	5,113.54
TOTAL	161,803.85

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

PUBLIC HEARING / NON-CONSENT AGENDA

Discussion: The Animal Control Commission would like to recommend a proposal to Trap / Neuter and Release cats as a part of a pilot project within the city limits.

Alan Beyer, Chairperson of the Animal Control Commission informed the Council that the commission has recently been discussing a trap, neuter and release (TNR) program that a group of residents proposed. The purpose of the program is to help control a feral cat population in town. Beyers said that two colonies have been identified and that

approximately a half of dozen male cats would be targeted for the program. Beyers noted that cats caught would be examined and approved by him before they were neutered and released. Beyer said the cost for neutering was small and that the Animal Control Commission budget could handle that. Horihan said he was not against the program. The Council discussed and agreed to move forward with the program and directed Jones to bring the item back for a vote.

Second Reading of Ordinance 773 - Amending Chapter 92 of the Code of Ordinances of the City of West Branch, Iowa. "Eliminating discounted rates for consumption over 250,000" gallons per meter per month. / Move to action.
No discussion.

Motion by Dean, second by Stoolman to approve the 2nd reading of Ordinance 773. AYES: Dean, Stoolman, Sexton, Goodweiler. NAYS: None. Motion carried.

First Reading of Ordinance 775 Adding Chapter 78 of the Code of Ordinances of the City of West Branch, Iowa; Entitled, "Golf Carts". / Move to action.

Stoolman asked if the ordinance was warranted if state law would be enforced moving forward. Horihan stated that with the addition of requiring insurance and listing the streets carts were prohibited on, a local ordinance is needed to enforce the additional restrictions. Horihan said his department would be doing additional education along with creating a brochure to have available at Cedar Edge Golf Course.

Motion by Dean, second by Sexton to approve the 1st reading of Ordinance 775. AYES: Dean, Sexton, Goodweiler, Miller, Stoolman. NAYS: None. Motion carried.

Resolution 1880 – Adopting the City of West Branch, IA Sewer Fee Adjustment Guidelines and Establishing a Policy for Determination of Abatement of Wastewater Fees. / Move to action.

The council briefly discussed the new policy to go into effect immediately and had no additions or changes.

Motion by Stoolman, second by Sexton to approve Resolution 1880. AYES: Stoolman, Sexton, Dean, Miller, Goodweiler. NAYS: None. Motion carried.

Resolution 1882 – Amending Resolution 1724 An Agreement with Barnhart's Custom Services LLC for site preparation to include additional invoicing of \$39,298.88 for related services. / Move to action.

Dean started by saying the site looked great and much better than he expected and thanked Barnhart Custom Services for their work. Jones explained that additional work had been needed for clearing the site and that the City plans to have the concrete removed, crushed and sold. Because of the extra work needed, additional expenses have been incurred. Barnhart explained All American Concrete was scheduled to crush the concrete and asked the Council for permission to move forward. The Council agreed and advised Barnhart to proceed.

Motion by Dean, second by Stoolman to approve Resolution 1882. AYES: Dean, Stoolman, Goodweiler, Miller, Sexton. NAYS: None. Motion carried.

Resolution 1883 – Authorize the City Administrator to enter into negotiations with the vendor of choice (in order of ranking) for Residential Solid Waste and Recycling Collection Services. / Move to action.

Jones explained that he had four respondents for the solid waste and recycling proposal. Those who responded were; Johnson County Refuse (the City's current contractor), Republic Services, ABD Disposal and Waste Management Systems. Jones said that the Mayor, Deputy Clerk Brick and himself reviewed each of the proposals individually, rated them and then discussed the proposals as a group. The result ended with three front runners varying in service levels, cart options and prices. Steve Smith, Johnson County Refuse, the city's current vendor for nineteen years explained his proposal and offered the city both a five year and eight contract, two cart size choices for trash and recycling with weekly pick-up. Matt Pivit with Republic Services presented his proposal that offered one cart size for trash with weekly pick-up and two cart sizes for recycling with a bi-weekly pick-up. ABC Disposal and Waste Management did not send a representative for the meeting. Sexton prepared a side by side comparison of the proposals to help the Council compare the choices. Miller and Dean indicated their loyalty to Johnson County Refuse based on current and past relationships and the high level of service they provide. Miller also stated that he didn't agree with the ranking process and that cost to the City shouldn't be a factor in choosing contractors. The Council requested to table the item and asked Jones to provide a choice for the Council to vote on.

Motion by Sexton, second by Dean to TABLE Resolution 1883. AYES: Sexton, Dean, Miller, Stoolman, Goodweiler. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT

Jones reported that last week community leaders and city staff met to discuss the COVID-19 virus and to develop a plan of action regarding possible future closures. Jones said due to the constant developments of the pandemic the situation would be continually be monitored. Jones updated the Council on a few other city projects and said that the first round of ‘courtesy’ nuisance letters were mailed out last week to residents for various violations.

CITY ATTORNEY REPORT

Olson reported that a meeting was scheduled on Tuesday with the Fobian’s to discuss an easement agreement with regard to the College Street Bridge project.

STAFF REPORTS

None.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Dean asked if any progress had been made on the downstream flood mitigation. Jones responded that Schechinger has been corresponding with the property owners but had no update at this time. Sexton asked when staff would have an alcohol policy ready for Council consideration. Jones said an internal meeting was scheduled for next week.

ADJOURNMENT

Motion to adjourn the regular meeting by Dean, second by Stoolman. Motion carried on a voice vote. City Council meeting adjourned at 8:37 p.m.

Colton Miller, Mayor Pro Tem

ATTEST: _____
Leslie Brick, Deputy City Clerk