

*(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/](http://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**

**July 26, 2021  
7:00 p.m.**

*Until further notice, all of our Council Meetings will be held in person and electronically via Zoom. Persons may still attend, observe and participate in the meeting at the Council Chambers, City Office, 110 N. Poplar St, West Branch, Iowa.*

Mayor Pro Tem Colton Miller called the West Branch City Council regular meeting to order at 7:00 p.m. Roll call: Council members: Jodee Stoolman and Tom Dean was present. Absent: Mayor Roger Laughlin, Jerry Sexton and Nick Goodweiler. City Staff present: Deputy Clerk Leslie Brick and City Attorney Kevin Olson. City Staff attending via Zoom: Finance Officer Heidi Van Auken, Library/IT Director Nick Shimmin, Public Works Director and Park & Recreation Director Melissa Russell.

#### **GUEST SPEAKER PRESENTATIONS - NONE**

#### **PUBLIC COMMENT - NONE**

#### **CONSENT AGENDA**

Approve minutes from the July 12, 2021 City Council Meeting.  
Approve a contract with Body Sound LLC, for Hoover's Hometown Days 2021  
Approve the appointment of Trey Schutte to the West Branch Fire Department  
Approve the claims.

7/26/2021

ABOUT FACES ENTERTAINMENT	HHTD ENTERTAINMENT	900.00
ABSOLUTE SCIENCE	HHTD ENTERTAINMENT BUBBLE	800.00
ALL AMERICAN CONCRETE INC	CONCRETE PATCHES DOWNEY FAWCET	8,701.00
ALLIANT ENERGY	ALLIANT ENERGY	10,743.52
BEAN & BEAN	GRAVE DIG	550.00
BRICK, LESLIE	MILEAGE	35.32
CEDAR COUNTY COOPERATIVE	FUEL	599.98
CENTURION TECHNOLOGIES	SOFTWARE SUPPORT	88.00
CROELL, INC.	STREETS	2,085.30
DES MOINES STAMP MFG CO	OFFICE SUPPLIES	32.40
DIAMOND VOGEL PAINTS	PAINT	147.68
EASTERN IOWA BRASS BAND	HHTD ENTERTAINMENT BRASS	3,500.00
ECONO SIGNS LLC	STREET SIGNS	58.20
ELDON C STUTSMAN INC	VERTIAL POLY TANK	4,515.00
GLOBAL PAYMENTS INTEGRATED	UTILITY CC FEES	455.98
GRIMM, DAVID E	HHTD ENTERTAINMENT PONY RIDES	1,300.00
HAWKINS INC	CHEMICALS	546.00
HI-LINE ELECTRIC COMPANY I	SUPPLIES	163.01
IMWCA	WORKERS COMP INS DEPOSIT	5,364.00
IOWA ASSN. MUN. UTILITIES	MEMBERSHIP DUES	733.51
JENNIFER LYNN ZOLLER	HHTD ENTERTAINMENT BAND	1,500.00
JOURNEYED COM INC	SOFTWARE LICENSE ACROBAT	230.00
L. L. PELLING CO. INC	STREETS	56,597.56
LINN COUNTY R.E.C.	STREET LIGHTS	213.10
LYNCH'S PLUMBING INC	STREETS	329.50
MAX KOBER	UNIFORM/CLOTHING	114.98
MEDIACOM	CABLE SERVICE	48.06
MENARDS	SHED	769.00
MERCY IOWA CITY PHYSICIAN	DRUG TESTING	71.00
PORT 'O' JONNY INC.	SERVICE-CEMETERY	95.00
QC ANALYTICAL SERVICES LLC	CONFERENCE REGISTRATION	975.00
RACOM CORPORATION	RADIO UPGRADES	3,207.51
ROCK VALLEY PHYSICAL THERAPY	DRUG TESTING	43.00

STATE HYGIENIC LAB	LAB ANALYSIS	54.00
TRACES	BUS MUSEUM PROGRAM	400.00
TUTTLE, PETER	REPAIR ICE MACHINCE	380.63
TYLER GEIGER	HHTD ENTERTAINMENT BAND	1,360.00
TYLER TECHNOLOGIES	UB ONLINE ANNUAL FEE	96.00
UNITED STATES GEOLOGICAL S	STREAM GAGE MAINT & OPERATION	8,640.00
US BANK CORPORATE CARD	CONSESSION CAMP SUPPLIES TRAIN	4,943.91
WEST BRANCH REPAIRS	BATTERY	665.39
WEST BRANCH TIMES	PUBLISHED MINUTES AND REPORTS	367.29
WHITE CAP L.P.	STREETS	368.77
SUBTOTAL		122,788.60
PAYROLL		53,374.17
PAID BETWEEN MEETINGS		
BIG TEN RENTAL	HHTD DAYS DEPOSIT	271.39
JARROD HOGAN	HHTD DAYS DEPOSIT	250.00
LOJO RUSSO	HHTD DAYS DEPOSIT	100.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	135.31
WELLMARK	HEALTH INSURANCE	16,613.01
UNUM	INSURANCE	595.60
GRAND TOTAL EXPENDITURES		194,128.08

FUND TOTALS		
001 GENERAL FUND	51,846.61	
022 CIVIC CENTER	650.38	
031 LIBRARY	8,702.01	
036 TORT LIABILITY	4,951.00	
110 ROAD USE TAX	81,319.28	
112 EMPLOYEE BENEFITS	16,853.94	
600 WATER FUND	13,406.11	
610 SEWER FUND	7,758.75	
740 STORM WATER UTILITY	8,640.00	
TOTAL	194,128.08	

Motion by Dean, second by Stoolman to approve Consent Agenda. AYES: Dean, Stoolman, Miller. NAYS: None. Absent: Sexton & Goodweiler. Motion carried.

### **PUBLIC HEARING / NON-CONSENT AGENDA**

#### **Resolution 2024, approving annual dues with Cedar County Economic Development Commission (CCEDCO) for FY22. /Move to action.**

The Council briefly discussed the benefit of being a member of CCEDCO and decided that it didn't hurt to remain a member.

Motion by Dean, second by Stoolman to approve Consent Agenda. AYES: Dean, Stoolman, Miller. NAYS: None. Absent: Sexton & Goodweiler. Motion carried.

#### **Resolution 2025, authorizing adding certain city employees as signatories on city accounts / Move to action.**

Motion by Stoolman, second by Dean to approve Resolution 2025. AYES: Stoolman, Dean, Miller. NAYS: None. Absent: Sexton and Goodweiler. Motion carried.

### **CITY ADMINISTRATOR REPORT – N/A**

**CITY ATTORNEY REPORT** – Olson informed the Council that they will need to have an executive session at the next Council meeting to discuss the purchase of a particular property.

### **STAFF REPORTS**

Brick informed the Council that two nuisance properties were mowed again last week for the City by Rocha Lawn Care who quoted Brick a total of 5 labor hours to mow both properties. Brick said she also sent a couple of letters to residents who were also in violation of the grass mowing and both properties were being brought to Code without issue. Brick also asked the Council for direction in moving forward with Planning & Zoning's

suggestion of rezoning the former Croell site to a Planned Unit Development (PUD). Miller and the other members were agreeable and told Brick to move forward with the rezoning process.

Goodale reported on various city projects that are on-going. Goodale said one lane of N. 4<sup>th</sup> Street was re-opened while All American completed the finish work on the East College water main project. Goodale said no progress is being made on the former Casey's site as he is awaiting direction from Council to move forward with their original plans. Miller said if the Hosier's do not provide a purchase agreement by August 16<sup>th</sup>, Public Works should move forward with the City's plan of green space, sidewalks and city mural.

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Stoolman asked for regular updates on city projects from staff. Brick said a Google document has been created for sharing updates on city projects and said she would email the link to the Council. She also raised concerns on the condition of N. Oliphant Street. Stoolman said it needed some concrete repairs. Goodale replied that the street is on the list to be repaired before winter as it also causes damage to the snow plows due to manhole that sits too high.

**ADJOURNMENT**

Motion to adjourn the regular meeting by Dean, second by Stoolman. Motion carried on a voice vote. City Council meeting adjourned at 7:25 p.m.

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Colton Miller, Mayor Pro Tem

ATTEST: \_\_\_\_\_  
Leslie Brick, Deputy Clerk