

(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**

**October 18, 2021
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council regular meeting to order at 7:00 p.m. Roll call: Council members: Colton Miller, Jerry Sexton, Tom Dean, Jodee Stoolman and Nick Goodweiler was present. City Staff present: City Clerk Leslie Brick, City Attorney Kevin Olson, Public Works Director Matt Goodale. City Staff attending via Zoom: Finance Officer Heidi Van Auken, Library/IT Director Nick Shimmin, Police Chief John Hanna, Officer Cathy Steen and City Engineer Dave Schechinger.

APPROVE THE AGENDA

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

APPROVE CONSENT AGENDA

Minutes from the October 4, 2021 City Council Meeting
Claims

EXPENDITURES	10/18/2021	
ALL AMERICAN CONCRETE INC	PAVING GREEN VIEW CONNECTION	24,455.00
AMAZON	VARIOUS ITEMS	390.93
ARSL	MEMBERSHIP RENEWAL	49.00
BAKER & TAYLOR INC.	BOOKS	280.45
BEAN & BEAN	GRAVE OPENINGS	1,100.00
BRICK, LESLIE	MILEAGE REIMBURSEMENT	35.32
BROWN'S WEST BRANCH	VEHICLE MAINTENANCE	603.41
C&E FITNESS	GYM RENTAL	525.00
CEDAR COUNTY COOPERATIVE	FUEL	923.01
CEDAR COUNTY RECORDER	RECORDING FEES	42.00
CJ COOPER & ASSOCIATES	DRUG TESTING	160.00
CROELL, INC.	COLLEGE ST WATER MAIN	1,733.50
CULLIGAN WATER TECH	WATER SOFTNER SERVICE	25.20
DEMCO	BOOK SUPPLIES	56.85
EMERGENCY SERVICES MARKETING	EMERGENCY NOTIFICATION SUBSCRIPTION	735.00
FASTENAL	BATTERIES	115.83
GRIEBAHN INDUSTRIES INC	NOTARY STAMPS	50.22
HAWKINS INC	CHEMICALS	2,590.94
HEMMEN CRAIG OR JEAN	BLDG INCENTIVE PAYMENT	1,018.01
IMWCA	IMWCA	2,296.00
IOWA ONE CALL	NOTIFICATIONS	81.00
JAYME CILEK	CLEANING SERVICES	139.50
JOHNSON COUNTY REFUSE INC.	TRASH CART SWAP OUT	16,354.58
KANOPY	VIDEO SERVICE	38.00
KIRKWOOD COMM. COLLEGE	BLS COURSE	14.00
KUNDE OUTDOOR EQUIPMENT	EQUIPMENT REPAIR	36.00
LINN COUNTY R.E.C.	STREET LIGHTS	213.10
LYNCH'S PLUMBING INC	BRINE TANK PROJECT	34.80
MARTIN P GILLESPIE	BLDG INCENTIVE PAYMENT	880.84
MENARDS	SUPPLIES	226.52
MERCY IOWA CITY PHYSICIAN	DRUG TESTING	44.00
MID-AMERICAN SUPPLY CO	EVIDENCE BAGS	143.42
MUNICIPAL SUPPLY INC.	WATER METER SUPPLIES	623.50
NEUZIL & SONS INC	BRUSH PILE GRINDING	8,640.00
PARKSIDE SERVICE	MOWER TIRE REPAIR	31.79
PLAY IT AGAIN SPORTS	REC - ADULT SOFTBALL SUPPLIES	64.78
PORT 'O' JONNY INC.	SERVICE-WAPSI PARK	108.00
PREMIER PARTS TIPTON	SUPPLIES	704.80
PYRAMID SERVICES INC.	EQUIPMENT	71.76
QUILL CORP	OFFICE SUPPLIES	173.58
RELIANT FIRE APPARATUS	VEHICLE SERVICE, PARTS	554.40
SHAY, ALLEN	BLDG INCENTIVE PAYMENT	919.54
SPRINGDALE AGENCY	FIRE PAK INSURANCE RENEWAL	15,029.00

STATE HYGIENIC LAB	LAB ANALYSIS	27.00
STEFANIE & ANTHONY ARNAMAN	BLDG INCENTIVE PAYMENT	1,334.95
SUMMIT COMPANIES	CHEM EXTINGUISHER MAINTENANCE	118.00
SURVEYING AND MAPPING, LLC	ANNUAL GIS WEBSITE HOSTING	3,600.00
THOMAS MARK & JEANETTE	BLDG INCENTIVE PAYMENT	911.14
WEST BRANCH MIDDLE SCHOOL	MS YEARBOOK ADVERTISEMENT	55.00
WEST BRANCH REPAIRS	VEHICLE SERVICE	1,110.60
WEX BANK	VEHICLE FUEL	1,239.33
TOTAL		90,708.60
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	10/15/2021	54,512.29
PAID BETWEEN MEETINGS		
ALLIANT ENERGY	ALLIANT ENERGY	10,377.42
AT&T MOBILITY	WIRELESS SERVICE	344.68
GLOBAL PAYMENTS	SEPTEMBER CREDIT CARD FEES	458.56
TREASURER STATE OF IOWA	SALES TAX PAYMENT	1,132.00
TREASURER STATE OF IOWA	WET TAX PAYMENT	2,847.00
VARIOUS VENDORS	UB REFUNDS	194.87
TOTAL		15,354.53
GRAND TOTAL EXPENDITURES		160,575.42
FUND TOTALS		
001 GENERAL FUND	53,735.31	
022 CIVIC CENTER	535.87	
031 LIBRARY	8,088.40	
036 TORT LIABILITY	17,094.82	
110 ROAD USE TAX	40,781.25	
112 TRUST AND AGENCY	13,383.07	
600 WATER FUND	19,449.37	
610 SEWER FUND	7,507.33	
GRAND FUND TOTAL	160,575.42	

The Council questioned a few of the claims regarding Fire Pack insurance, building incentive payments and chipping of the brush pile. Staff responded to all inquiries.

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

COMMUNICATIONS / OPEN FORUM

Linda Kessler, employee of The Groom Station (on behalf of owner Amy Lynch) addressed the Council regarding recent complaints the business received of their employees parking on West Main Street during business hours. Kessler stated that one particular business has complained to the West Branch Police that Groom Station employees parking on the street, are not allowing their customers to park in front of her business. Kessler said that out of ten employees, only two employees park on West Main Street (near N. Downey Street) and that they are trying to be cooperative and accommodating with the neighboring businesses and purposely do not park in front of businesses with customer foot traffic. Kessler added that the Groom Station services 50-70 animals per day, six days a week and cause very little traffic or parking congestion. Kessler said that Groom Station attracted customers from all parts of Iowa and neighboring states, those same customers eat and shop here while visiting West Branch. Laughlin informed Kessler that employees were free to park in any of the public parking spaces including near the City Office and the east side of the Enlow Building parking lot and said he had no issue with where employees, customers or visitors parked. Miller added that Main Street is public parking and is 'first come, first serve'.

PUBLIC HEARING / NON-CONSENT AGENDA

Public Hearing – On the matter of rezoning certain properties north of East Main Street and west of North 4th St. from I-2 (Industrial) to PUD (Planned Unit Development).

Laughlin opened the public hearing at 7:11 p.m. He explained that rezoning the former Croell property and others was the first step in getting the site redeveloped. He added that the rezoning classification allows the city and property owners 'flexibility' with what they can do with their property along with City input. There were no public comments. Laughlin closed the public hearing at 7:12 p.m.

First Reading Ordinance 784 – Rezoning certain property generally located north of East Main Street and west of and adjacent to North 4th Street from Industrial District to PUD – Planned Unit Development District. /Move to action.

Motion by Goodweiler, second by Miller to approve first reading of Ordinance 784. AYES: Goodweiler, Miller, Sexton, Stoolman, Dean. NAYS: None. Motion carried.

Second Reading Ordinance 783 – Amending Chapter 75. / Move to action.

Motion by Stoolman, second by Miller to approve second reading of Ordinance 783. AYES: Stoolman, Miller, Sexton, Dean, Goodweiler. NAYS: None. Motion carried.

Resolution 2042 – Approve a quote not to exceed \$3868.00 from Nutri-Ject Systems for sludge judging at the City of West Branch lagoons. / Move to action.

Motion by Miller, second by Sexton to approve Resolution 2042. AYES: Miller, Sexton, Stoolman, Goodweiler, Dean. NAYS: None. Motion carried.

Discussion – Capital Improvements Plan (preliminary draft)

Four projects were identified for the Capital Improvements plan with estimated costs and how they would be funded. 1) Wastewater Treatment Facility, \$7.8 million, funded by an SRF loan and repaid with sewer user fees. 2) Cedar-Johnson Rd / Herbert Hoover Highway intersection (roundabout), \$612,000, funded by GO Bonds. 3) Eastside Water Main upgrades (includes streets), \$2.7 million, funded by GO Bonds. 4) Cedar-Johnson Road reconstruction, \$2.5 million, funded by GO Bonds. In addition, as part of the SRF loan, the city has applied for funding of a Clean Water SRF Sponsored Project \$700,000 forgivable loan which would help fund the Wapsi Creek Widening project scheduled to start in April of 2022. Laughlin said he spoke with the City’s financial advisor Speer Financial for guidance and would reach out to her again this week now that projects have been identified.

STAFF REPORTS

Goodale reminded the Council of other projects not listed in the Capital Improvements Plan that cannot be put off for too long which include the Greenview Subdivision water main upgrade and painting of the water towers in which water funds will be needed. The Council suggested that funds for these projects be ‘set-aside’ over a period of years and not to be expended without Council approval.

CITY ADMINISTRATOR REPORT – N/A

CITY ATTORNEY REPORT - NONE

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin said the City has received some recent interest in the Croell property but was not able to elaborate at this time. Laughlin also said he had a call with developer Chad Kuene who is requesting some sort of TIF for the commercial properties in Parkside Hills but nothing formal has been submitted yet. Miller said he would be volunteering for the Hoover Hunger Program scheduled for this Saturday, October 23rd and invited the Mayor and Council to volunteer as well.

ADJOURNMENT

Motion to adjourn the regular meeting by Sexton, second by Miller. Motion carried on a voice vote. City Council meeting adjourned at 8:05 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, City Clerk