(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

ALL AMERICAN CONCRETE INC AMAZON VARIOUS ITEMS 390.93 ARSL MEMBERSHIP RENEWAL 49.00 BAKER & TAYLOR INC. BOOKS BEAN & BEAN GRAVE OPENINGS 1,100.00 BRICK, LESUE MILEAGE REIMBURSEMENT 35.32 BROWN'S WEST BRANCH VEHICLE MAITENANCE 603.41 CE& FITNESS GWN RENTAL 525.00 CEDAR COUNTY COOPERATIVE CEDAR COUNTY RECORDER CI COOPER & ASSOCIATES DRUG TESTING 160.00 CROELL, INC. COLLEGE ST WATER MAIN 1,733.50 CROELL, INC. CULLIGAN WATER TECH WATER SOFTINES SERVICE EMERGENCY SERVICES MARKETING EMERGENCY SERVICES MARKETING EMERGENCY SERVICES MARKETING EMERGENCY ONLY FORDER AWWIND STRIES INC NOTARY STAMPS 50.22 HAWKINS INC CHEMICALS ALWAWINS INC CHEMICALS ALWAWINS INC HEMMEN CRAIG OR JEAN IMWCA IMWCA IMWCA IMWCA IMWCA IMWCA IJ MYCA IJ	EXPENDITURES	10/18/2021	
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·	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 STEFANIE & ANTHONY ARNAMAN SUMMIT COMPANIES SURVEYING AND MAPPING, LLC THOMAS MARK & JEANETTE WEST BRANCH MIDDLE SCHOOL WEST BRANCH REPAIRS WEX BANK TOTAL		LAB ANALYSIS BLDG INCENTIVE PAYMENT CHEM EXTINGUISHER MAINTENANCE ANNUAL GIS WEBSITE HOSTING BLDG INCENTIVE PAYMENT MS YEARBOOK ADVERTISEMENT VEHICLE SERVICE VEHICLE FUEL	27.00 1,334.95 118.00 3,600.00 911.14 55.00 1,110.60 1,239.33
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS		10/15/2021	54,512.29
PAID BETWEEN MEETINGS			
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			15,354.53
FUND TOTAL EXPENDITURES FUND TOTALS 001 GENERAL FUND 022 CIVIC CENTER 031 LIBRARY 036 TORT LIABILITY 110 ROAD USE TAX 112 TRUST AND AGENCY 600 WATER FUND 610 SEWER FUND GRAND FUND TOTAL	53,735.31 535.87 8,088.40 17,094.82 40,781.25 13,383.07 19,449.37 7,507.33 160,575.42		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

<u>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.</u>

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.

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

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.

<u>Discussion – Capital Improvements Plan (preliminary draft)</u>

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	