

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection at westbranchiowa.org. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

**City Council
Regular Meeting**

**August 15, 2022
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 present: Colton Miller, Jerry Sexton, Jodee Stoolman, Nick Goodweiler and Tom Dean. City Staff present: City Administrator Adam Kofoed, City Clerk Leslie Brick, Public Works Director Matt Goodale, Library Director Nick Shimmin and Police Chief John Hanna. City Staff attending via Zoom: Parks & Recreation Director Melissa Russell and City Engineer Dave Schechinger.

APPROVE THE AGENDA

Motion by Miller, second by Goodweiler to approve the agenda. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve minutes from the August 1, 2022 City Council meeting.
Approve a Block Party permit for August 27, 2022 (applicant Cindy Simon)
Approve a Block Party permit for September 5, 2022 (applicant Rebecca Whitaker)
Approve Emily Cornwell to the Library Board of Trustees
Approve Neil Korsmo and Nate Steele to West Branch Tree Commission
Approve WBPR programming contract with Allison Haack
Claims for 8/15/2022

EXPENDITURES	8/15/2022	
AE OUTDOOR POWER	MOWER PARTS	550.54
AMAZON	VARIOUS ITEMS - LIBRARY	549.72
AMAZON.COM	CAMP ACTIVITIES	636.30
BAKER & TAYLOR INC.	BOOKS	788.87
BARNHART'S CUSTOM SERVICES	MATTING STAPLES	95.00
BRICK, LESLIE	MILEAGE REIMBURSEMENT - HHTD	12.50
CAPITAL ONE	VARIOUS ITEMS - LIBRARY	324.65
CARRIE A HOURIGAN	CLEANING SERVICES-LIBRARY	368.00
CCEDCO	CCEDCO ANNUAL DUES	6,409.00
CEDAR COUNTY COOPERATIVE	FUEL - PW	1,840.36
CEDAR COUNTY RECORDER	RECORDING FEES	185.00
EAST CENT INTERGOVT ASN.	KEEP IA BEAUTIFUL MATCH	1,000.00
FRED'S FEED & SUPPLY LLC	BLDG SUPPLIES	93.71
GREAT AMERICAN BUSINESS	PAW PAL KITS - P&R	888.00
HEIDI VAN AUKEN	MILEAGE & MEAL REIMBURSEMENT	198.37
HOLLYWOOD GRAPHICS	HHTD BANNERS FOR 2022, 2021	771.00
JAYME CILEK	CLEANING SERVICES-CITY, TH	315.00
KANOPY	ON DEMAND VIDEO SERVICE	10.00
L. L. PELLING CO	ANNUAL SEAL COAT PATCHING	33,260.85
LINN COUNTY R.E.C.	STREET LIGHTS	207.80
LOGAN CONTRACTOR'S SUPPLY	COLD PATCH FOR STREET REPAIRS	297.80
LRS HOLDINGS, LLC	TRASH & RECYCLING JULY 2022	17,191.49
MATT PARROTT	LASER UTILITY BILLS	700.00
MENARDS	SHOP SUPPLIES - PW	385.98
OLSON, KEVIN D	LEGAL SERVICES - AUGUST 2022	1,500.00
OVERDRIVE INC	DIGITAL & AUDIO BOOKS	1,267.42
PREMIER PARTS TIPTON	SHOP SUPPLIES - PW	297.23
PSC DISTRIBUTION	WATER PLANT PIPE REPAIRS	89.40
QUILL CORP	OFFICE SUPPLIES	10.59
SCHNOEBELEN INC	BLADES FOR DITCH MOWER	175.78
STATE HYGIENIC LAB	LAB ANALYSIS	300.50
THE HOME DEPOT PRO	BLDG SUPPLIES - PW, P&R	583.07
WERLING ABSRACT COMPANY	TITLE & LEAN SEARCH 203 GREEN	200.00
WEX BANK	VEHICLE FUEL	1,748.11
WHITE CAP L.P.	SAFETY VESTS, SUPPLIES	269.72
TOTAL		73,521.76

PAID BETWEEN MEETINGS

GLOBAL PAYMENTS	JULY CREDIT CARD FEES	829.69
ABOUT FACES ENTERTAINMENT	HHTD 2022 CHILDREN'S ENTERTAINMENT	1,400.00
IMWCA	FY23 WORKER'S COMP PREMIUM DEPOSIT	4,757.00
IMWCA	FY23 1ST PREMIUM INSTALLMENT	2,035.00
ABSOLUTE SCIENCE	HHTD 2022 CHILDREN'S ENTERTAINMENT	850.00
BIG TEN RENTALS	HHTD 2022 BIG TEN RENTALS	518.29
GRIMM, DAVID	HHTD 2022 PONIES	1,175.00
J&M DISPLAYS	HHTD 2022 FIREWORKS	20,000.00
JENNIFER LYNN ZOLLER	HHTD 2022 BOOT JACK BAND	1,500.00
JT INTERNATIONAL	HHTD 2022 INFLATABLES	9,000.00
MATTHEW MESSENGER	HHTD 2022 TROPHY DADS BAND	2,000.00
RANDY PHELPS	HHTD 2022 BAND	250.00
WB COMMUNITY DEVELOPMENT	HHTD 2022 BANNER REIMBURSEMENT	290.80
ARSL	MEMBERSHIP DUES - SHIMMIN	75.00
AT&T MOBILITY	WIRELESS SERVICE	1,158.32
AWE ACQUISITION	LITERACY STATION COMPUTER	3,277.00
BANKERS ADVERTISING	SIGNS FOR LIBRARY	160.00
BIBLIONIX	AUTOMATION SUBSCRIPTION	1,710.00
BROWN'S WEST BRANCH	VEHICLE SERVICE - POLICE	335.85
D&R PEST CONTROL	PEST CONTROL - LIBRARY	70.00
DEMCO	BOOK SUPPLIES	57.01
HANSEN, TRENT	LAPTOP, SOFTWARE REIMB - FIRE	1,109.98
HI-LINE INC	SHOP SUPPLIES	122.20
HUCKLEBERRY ENTERTAINMENT	FUN CITY TICKETS - CAMP	344.00
IOWA STATE FAIR	IA STATE FAIR ADMISSIONS - CAMP	289.00
PARKSIDE SERVICE	BATTERIES FOR END LOADER	349.90
QUILL CORP	OFFICE SUPPLIES - CITY	127.78
STATE INDUSTRIAL PRODUCTS	CHEMICALS	204.84
VARIOUS VENDORS	UB REFUNDS	167.87
WAGWORKS	EMPLOYEE FLEX PLAN	18.88
UNUM LIFE INSURANCE COMPANY	LIFE INSURANCE	767.80
WELLMARK	HEALTH INSURANCE	16,769.80
ICAP	FY23 INSURANCE PREMIUM	52,065.00
TOTAL		123,786.01
GRAND TOTAL EXPENDITURES		248,615.58

FUND TOTALS

001 GENERAL FUND	98,367.12
022 CIVIC CENTER	58.5
031 LIBRARY	14,653.70
036 TORT LIABILITY	44,058.81
110 ROAD USE TAX	41,982.11
112 TRUST AND AGENCY	19,959.39
600 WATER FUND	16,615.72
610 SEWER FUND	12901.35
950 BC/BS FLEXIBLE BENEFIT	18.88
GRAND FUND TOTAL	248,615.58

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM - NONE**PUBLIC HEARING / NON-CONSENT AGENDA**

Resolution 2022-76 Approving the expansion of the West Branch Dog Park and fundraising plans. / Move to action.

Kofoed said he met with Chairperson Beyer on fundraising plans that were satisfactory with the commission and staff. Kofoed said fundraising would start in September allowing time for staff to set up a fund for those donations and the method of soliciting them.

Motion by Miller, second by Goodweiler to approve Resolution 2022-76. AYES: Miller, Goodweiler, Dean, Stoolman, Sexton. NAYS: None. Motion carried.

Resolution 2022-77 – Authorizing the creation of a dog park fundraising fund / Move to action.

Motion by Miller, second by Goodweiler to approve Resolution 2022-77. AYES: Miller, Goodweiler, Sexton, Stoolman, Dean. NAYS: None. Motion carried.

Discussion – Greenview Connection Project

At the request of Mayor Laughlin, he would like the Council to consider leaving the connection ‘as is’ to slow down traffic at the new entrance point. Dean said he would like to see the project finished as designed with a natural curvature to the road which will require removing a large tree in the temporary grass island. The Council agreed the project should be finished as designed.

CITY ADMINISTRATOR REPORT

Kofoed advised the Council that the City would be receiving an eighteen percent discount on this years Worker’s Compensation premiums due largely in part to the actions of the Safety Committee. Kofoed said the committee meets regularly and that employees are provided with training. Kofoed also reported that the Hoover’s Hometown Days committee met for their initial wrap up meeting last week and the more information on the event’s success would be shared soon along with changes to the organization of the event. Kofoed also gave a brief update on future development activities. Lastly, Kofoed mentioned the regular nuisance property and what steps he would like to take to permanently fix the issue.

CITY ATTORNEY REPORT

Olson said he had another meeting with the Gaskill’s attorney and they are now asking for additional information. Olson said that it seems like a ‘stalling’ tactic and will proceed with Council direction of eminent domain so the project can continue to move forward.

CITY ENGINEER REPORT

Schechinger updated the Council on three city projects in progress. He said the new cell for the wastewater treatment cell has been excavated and that the liner was being installed. Once the cell has been complete and put in operation, the existing cells will be cleaned out. The Herbert Hoover Highway Roundabout project is moving forward and said the meeting with school district resulted in them preferring a right of way acquisition rather than an easement. Impact7G is finished with their concept for the Wapsi Creek Widening Project and is ready for review. Heritage Hill project is moving forward and several plans have been submitted to the City for review and will be moving to the Planning & Zoning Commission later this month.

STAFF REPORTS – None

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin thanked the Hoover’s Hometown Days committee, volunteers and staff for another successful event. He said even with the extreme heat the event was well attended. Sexton commented that he heard that the heat made some of the inflatables too hot to use. He said he was also a little disappointed in the length of the fireworks show. Kofoed added that close to one thousand wrist bands were given out to kids for the inflatables which much higher than expected.

ADJOURNMENT

Motion to adjourn by Miller, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 7:27 p.m.

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk