

(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**

**January 2, 2024
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: Mike Horihan, Jerry Sexton, Tom Dean, Jodee Stoolman. Absent: Nick Goodweiler. City Staff present: City Clerk Leslie Brick, Sergeant Cathy Steen, Public Works Director Matt Goodale and Interim Library Director Jessie Schafer. City Staff attending via Zoom: City Administrator Adam Kofoed and Finance Officer Heidi Van Auken.

APPROVE THE AGENDA

Motion by Dean, second by Sexton to approve the agenda. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve minutes from the December 18, 2023 City Council meeting.

Approve LL Pelling's 2024 Sealcoat pricing

Approve Mayor's Annual Appointments

Official Newspaper – West Branch Times

City Engineer – Veenstra & Kimm Inc.

Animal Control Facility – West Branch Animal Clinic

Public Health Officer – Dr. Brad Heithoff

Appointments/ Reappointments to Boards and Commissions:

Animal Control Commission - Reappoint Amy (Kessler) Lynch, term expiration 12/31/2026 (3-year term)

Historic Preservation Commission – Reappoint Lou Picek & John Fuller, term expiration 12/31/2026 (3-year term)

Parks & Recreation Commission - Reappoint Shane Staker, Evie White & Rich Stout, term expiration 12/31/2026 (3-year term)

Planning & Zoning Commission - Reappoint John Fuller, Max Kober & Matt Van

Scoyoc, term expiration 12/31/2027 (4-year term). Accept the resignation of Amy Guhl

Zoning Board of Adjustment - Reappoint Wayne Frauenholtz, term expiration 12/31/2028 (5-year term)

Tree Commission - Reappoint Christine Humrichouse, term expiration 12/31/2027 (4-year term)

There were no claims to approve at this meeting due to an employee vacation.

Sexton asked if the 2024 price is an increase over last year. Goodale said the city has been receiving a fifteen percent increase for the past few years. Goodale said he continues to budget thirty-five thousand dollars each fiscal year and picks to the worst streets for improvements.

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Proclamation declaring January 2024 as Hunger Awareness Month – Laughlin read a proclamation provided by the West Branch Lions Club.

Swearing in of Police Officer Matthew Bowers – Laughlin performed the oath of office for Officer Bowers.

PUBLIC HEARING / NON-CONSENT AGENDA

First Reading Ordinance 812 - Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.

Due to an oversight in subsection 99.02, Ordinance 811 failed to change the effective date to July 1st in this section. Iowa Codification requires the Council to pass a new Ordinance to change the effective date for that section and this ordinance will sufficiently make the required change.

Motion by Sexton, second by Horihan to approve the First Reading of Ordinance 812. AYES: Sexton, Horihan, Stoolman, Dean. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-01 – Authorizing the Finance Officer or City Clerk to pay certain bills prior to the City Council’s approval. / Move to action.

Motion by Dean, second by Sexton to approve Resolution 2024-01. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.

Resolution 2024-02 – Approving a 28E Agreement with the City of Mount Vernon for Supplemental Law Enforcement Services. / Move to action.

Horihan asked if the Cedar County Reserves were engaged in providing coverage for West Branch. Laughlin said they were but could not confirm if coverage had started. Steen indicated that there is interest by a couple of reserves. Horihan said he would like the police department to continue efforts with using the reserves and part-time officers.

Motion by Dean, second by Sexton to approve Resolution 2024-02. AYES: Dean, Sexton, Horihan, Stoolman. NAYS: None. Absent: Goodweiler. Motion carried.

CITY ADMINISTRATOR REPORT – No report

CITY ATTORNEY REPORT - Absent

CITY ENGINEER REPORT - Absent

STAFF REPORTS – No reports

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Laughlin said police chief interviews have been scheduled for Saturday, January 13th. Sexton said he has heard of several complaints in recent months regarding trash and recycling services. Sexton said he reviewed the city’s current contract which expires in June 2025. Sexton suggested the Council and staff consider and possibly research if it was feasible to take the service in-house when the contract expires. Sexton suggested that the subject be discussed during the upcoming budget sessions.

ADJOURNMENT

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

Roger Laughlin, Mayor

ATTEST:

Leslie Brick, City Clerk