



**CITY COUNCIL MEETING**  
**TUESDAY, JANUARY 16, 2024 - 7:00 P.M.**  
**CITY COUNCIL CHAMBERS**  
**110 N. POPLAR ST., WEST BRANCH, IOWA**

<https://zoom.us/j/5814699699>

*or dial in phone number 1-312-626-6799 with Meeting ID 581 469 9699.*

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda. /Move to action.
6. Approve Consent Agenda/Move to action.
  - a. Approve Minutes from the January 2, 2024 City Council meeting.
  - b. Approve claims for January 16, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
  - a. **Second Reading Ordinance 812** - Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.
  - b. **Third Reading Ordinance 812** - Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.
  - c. **Resolution 2024-03** - Approving an Information Technology Support Contract with Mainstay Systems of Iowa LLC for the West Branch Police Department. / Move to action.
  - d. **Resolution 2024-04** - Rescinding Resolution 2023-73 (Amending the City of West Branch, IA Employee Handbook). / Move to action.
  - e. **Resolution 2024-05** - Approving Pay Estimate Number 15 in the amount of \$127,157.50 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
  - f. **Resolution 2024-06** – Ordering construction of certain public improvements, approving preliminary plans, and fixing a date for hearing thereon and taking of bids for improvements known as the East Side Water Main Replacement Phase II Project. / Move to action.
9. Discussion
10. City Administrator Report
11. City Attorney Report
12. City Engineer Report
13. City Staff Reports
14. Comments from Mayor and Council Members
15. Motion to adjourn.

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**Mayor:** Roger Laughlin • **Council Members:** Nick Goodweiler, Jodee Stoolman, Tom Dean, Jerry Sexton, Mike Horihan  
**City Administrator** Adam Kofoed • **City Clerk** Leslie Brick • **Finance Officer** Heidi Van Auken • **Fire Chief** Kevin Stoolman  
• **Police Chief** (vacant) • **Public Works Director** Matt Goodale • **Library Director (Interim)** Jessica Schafer

*(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 1<sup>st</sup> 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 13<sup>th</sup>. 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.

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Roger Laughlin, Mayor

ATTEST:

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Leslie Brick, City Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> January 16, 2024
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<b>AGENDA ITEM:</b> Claims for January 16, 2024
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<b>PREPARED BY:</b> Heidi Van Auken, Finance Officer
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<b>DATE:</b> January 10, 2024
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### SUMMARY:

Claims Report: These are routine expenditures that include payroll, budget expenditures, and other financial items that relate to City Council approved items and/or other day-to-day operational disclosures.

**EXPENDITURES****1/16/2024**

ASCAP	MUSIC LICENSE FEE	434.00
BAKER & TAYLOR	BOOKS	44.46
BEAN & BEAN	GRAVE OPENINGS	1,950.00
BROWN'S WEST BRANCH FORD	TRUCK REPAIR PART-PW	152.33
CEDAR CO SHERIFF'S OFFICE	PATROL RESERVES	1,680.00
CEDAR COUNTY RECORDER	RECORDING FEES	78.00
ELDON C STUTSMAN	BRINE SETUP PARTS-PW	716.90
HAWKINS	CHEMICALS	3,644.59
HI-LINE	SHOP SUPPLIES	362.14
HIAWATHA PUBLIC LIBRARY	REPLACEMENT BOOK FEE	25.00
HUNTZMAN ENTERPRISES	UNIFORM SHOULDER PATCH-PD	525.00
IMWCA	IMWCA FY24 INSTALLMENT 7	2,836.00
IOWA CODIFICATION	DEC 2023 SUPPLEMENT	393.00
IA LAW ENFORCEMENT ACADEMY	MMPI-2 EVAL - POLICE	150.00
KANOPY	ON DEMAND VIDEO SERVICE	17.00
LINN COUNTY R.E.C.	STREET LIGHTS	294.03
MENARDS	BRINE TRUCK SETUP MTRLS	31.96
MOPPY MO'S	JANITORIAL SERVICES	700.00
MPEC	VEHICLE MAINT PARTS-PW	4.08
OLSON, KEVIN D	LEGAL SERVICES-JAN 2024	1,500.00
OMNISITE	LIFT STATION AUTOMATIC DIALER	378.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	377.87
PARKSIDE SERVICE	F550 TIRES - PW	1,856.64
QUILL CORP.	STORAGE BOXES-POLICE	43.39
STANARD & ASSOCIATES	POST EXAMINER'S MANUAL-PD	32.00
TRUCK EQUIPMENT	TRUCK BOX - PW	1,550.00
VEENSTRA & KIMM	VARIOUS PROJECTS	37,906.23
<b>TOTAL</b>		<b>57,682.62</b>

**PAYROLL-WAGES, TAXES, EMPLOYEE  
BENEFITS****1/5/2024****45,458.56****PAID BETWEEN MEETINGS**

SISCO	HEALTH CLAIMS 12/26/2023	1,184.04
SISCO	HEALTH CLAIMS 1/2/2024	491.85
UMB BANK	GO BONDS FEES	1,250.00
AMAZON.COM	VARIOUS ITEMS FOR LIBRARY	182.11
AT&T MOBILITY	WIRELESS SERVICE	314.96
BAKER & TAYLOR	BOOKS	727.27
CAPITAL ONE	VARIOUS ITEMS FOR LIBRARY	260.84
DAVE'S WELDING & REPAIR	TRUCK BRAKE REPAIR	285.00
DREAMHOST WEBHOSTING	LIBRARY WEBSITE HOSTING	155.88
GRIEBANH INDUSTRIES	NAME PLATE - COUNCIL	25.00

HI-LINE	SHOP SUPPLIES	127.00
IOWA DNR	OPERATOR CERTIFICATE FEE	80.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	76.50
JOHN DEERE FINANCIAL	UNIFORMS-PW	287.78
LEAF CAPITAL FUNDING	COPIER LEASES-CITY, LIBRARY	538.02
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,553.53
LYNCH'S PLUMBING	SEWER LINE REPAIR-LAREW	225.00
OFFICE OF AUDITOR OF STATE	AUDIT FY22 FILING FEE	425.00
PITNEY BOWES GLOBAL FINANCIAL	POSTAGE METER LEASE-LIBRARY	77.37
PITNEY BOWES PURCHASE POWER	REPLINISH POSTAGE-LIBRARY	50.00
QUILL	OFFICE & BLDG SUPPLIES	100.75
SINCLAIR TRACTOR	MOWER PARTS	246.69
STATE INDUSTRIAL PRODUCTS	CHEMICALS & SUPPLIES	1,484.40
THE HOME DEPOT PRO	BLDG SUPPLIES-LIBRARY	102.14
USA BLUE BOOK	WATER TESTING SUPPLIES	416.23
VERIZON WIRELESS	VERIZON WIRELESS	371.37
FELDMAN PERFORMANCE	FELDMAN PERFORMANCE	44.35
BRIAN LUMPA	TREE REMOVAL & STUMP GRIND	500.00
DES MOINES STAMP	SELF-INKING STAMPS	105.00
JOHNSON COUNTY AUDITOR	CITY/SCHOOL ELECTION FEES	824.52
LRS HOLDINGS	GARBAGE STICKERS	285.00
MACQUEEN EQUIPMENT	2023 BONNELL PRO LEAF LOADER	76,525.00
MEDIACOM	CABLE SERVICE	41.90
PLUNKETT'S PEST CONTROL	PEST CONTROL - CITY, TOWN HALL	57.78
METLIFE	INSURANCE	1,248.68
SISCO	INSURANCE	11,430.75
BOOMERANG	WW TREATMENT PAY ESTIMATE 14	328,409.30
SISCO	HEALTH CLAIMS 12/18/2023	20.71
ALLIANT ENERGY	ALLIANT ENERGY	10,532.37
CEDAR COUNTY COOPERATIVE	FUEL-FIRE	977.50
CULLIGAN WATER TECH	WATER SOFTENER SERVICE	29.99
LYNCH'S EXCAVATING	OLIPHANT WATER MAIN REPAIR	4,205.52
MPEC	SUPPLIES-FIRE	131.12
US BANK CORPORATE CARD	CREDIT CARD PURCHASES	5,519.07
WEST BRANCH REPAIRS	GENERATOR SERVICE-FIRE	252.50
<b>TOTAL</b>		<b>452,179.79</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>555,320.97</b>
<b>FUND TOTALS</b>		
001 GENERAL FUND		56,027.86
022 CIVIC CENTER		667.08
031 LIBRARY		10,204.34
036 TORT LIABILITY		2,673.62
110 ROAD USE TAX		28,277.00
112 TRUST AND AGENCY		16,857.44

226	DEBT SERVICE	1,250.00
319	RELOCATING WATER & SEWER	239.65
321	WIDENING WAPSI CREEK	13,443.00
324	WW TREATMENT FACILITY	340,438.39
329	EASTSIDE WATER MAIN PH1	2,743.39
330	EASTSIDE WATER MAIN PH2	7,990.47
600	WATER FUND	43,619.66
610	SEWER FUND	30,356.77
740	STORM WATER UTILITY	<u>532.30</u>
<b>GRAND FUND TOTAL</b>		<b>555,320.97</b>

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATION	GENERAL FUND	STANARD & ASSOCIATES INC	POST EXAMINER'S MANUAL-PD	32.00
		CEDAR CO SHERIFF'S OFFICE	PATROL RESERVES	1,680.00
		HUNTZMAN ENTERPRISES	UNIFORM SHOULDER PATCH-PD	525.00
		QUILL CORP	STORAGE BOXES-POLICE	43.39
		IOWA LAW ENFORCEMENT ACADEMY	MMPI-2 EVAL - POLICE	150.00
		TOTAL:		2,430.39
STREET LIGHTING	GENERAL FUND	LINN COUNTY R.E.C.	STREET LIGHTS-WEST	43.53
			STREET LIGHTS	250.50
			TOTAL:	294.03
CEMETERY	GENERAL FUND	BEAN & BEAN	GRAVE OPENINGS	1,950.00
			TOTAL:	1,950.00
COMM & CULTURAL DEVEL	GENERAL FUND	ASCAP	MUSIC LICENSE FEE	434.00
			TOTAL:	434.00
CLERK & TREASURER	GENERAL FUND	IOWA CODIFICATION INC MOPPY MO'S LLC	DEC 2023 SUPPLEMENT	393.00
			CLEANING SERVICES-CITY	175.00
			TOTAL:	568.00
LEGAL SERVICES	GENERAL FUND	CEDAR COUNTY RECORDER OLSON, KEVIN D	RECORDING FEES	78.00
			LEGAL SERVICES-JAN 2024	1,500.00
			TOTAL:	1,578.00
COMMISSION	GENERAL FUND	VEENSTRA & KIMM INC.	MEADOWS PT 5 REVIEW	693.41
			MEADOWS PT 3A REVIEW	767.22
			TOTAL:	1,460.63
TOWN HALL	CIVIC CENTER	MOPPY MO'S LLC	CLEANING SERVICES-TH	192.50
			TOTAL:	192.50
LIBRARY	LIBRARY	OVERDRIVE INC	DIGITAL & AUDIO BOOKS	377.87
		BAKER & TAYLOR INC.	BOOKS	44.46
		KANOPY	ON DEMAND VIDEO SERVICE	17.00
		MOPPY MO'S LLC	JANITORIAL SERVICES-LIBRAR	332.50
		HIAWATHA PUBLIC LIBRARY	REPLACEMENT BOOK FEE	25.00
		TOTAL:	796.83	
POLICE OPERATIONS	TORT LIABILITY	IMWCA	WORK COMP - POLICE	402.42
			TOTAL:	402.42
FIRE OPERATION	TORT LIABILITY	IMWCA	WORK COMP - FIRE	1,523.24
			TOTAL:	1,523.24
BUILDING INSPECTIONS	TORT LIABILITY	IMWCA	WORK COMP - BLDG INSPECT	47.99
			TOTAL:	47.99
ROADS & STREETS	TORT LIABILITY	IMWCA	WORK COMP - STREETS	338.47
			TOTAL:	338.47
LIBRARY	TORT LIABILITY	IMWCA	WORK COMP - LIBRARY	16.68
			TOTAL:	16.68
PARK & RECREATION	TORT LIABILITY	IMWCA	WORK COMP - PARK & REC	215.29
			TOTAL:	215.29

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CEMETERY	TORT LIABILITY	IMWCA	WORK COMP - CEMETERY	90.51
			TOTAL:	90.51
CLERK & TREASURER	TORT LIABILITY	IMWCA	WORK COMP - ADMIN	39.02
			TOTAL:	39.02
ROADS & STREETS	ROAD USE TAX	PARKSIDE SERVICE MENARDS ELDON C STUTSMAN INC MPEC	F550 TIRES - PW	1,856.64
			BRINE TRUCK SETUP MTRLS	31.96
			BRINE SETUP PARTS-PW	716.90
			VEHICLE MAINT PARTS-PW	77.00
			VEHICLE MAINT PARTS-PW	81.08
			TOTAL:	2,609.58
CAPITAL PROJECT	RELOCATING WATER & VEENSTRA & KIMM INC.		I80 WIDENING COORDINATION	239.65
			TOTAL:	239.65
CAPITAL PROJECT	WIDENING WAPSI CRE VEENSTRA & KIMM INC.		CHANNEL WIDENING FLOOD IMP	13,443.00
			TOTAL:	13,443.00
CAPITAL PROJECT	WW TREATMT FAC IMP VEENSTRA & KIMM INC.		WW TREATMENT FACILITY	4,560.00
			WW TREATMENT FACILITY	7,389.09
			WW TREATMENT FACILITY	80.00
			TOTAL:	12,029.09
CAPITAL PROJECT	EASTSIDE WATER MAI VEENSTRA & KIMM INC.		EAST SIDE WATER MAINS	1,580.76
			EAST SIDE WATER MAINS	222.93
			EAST SIDE WATER MAINS	939.70
			TOTAL:	2,743.39
CAPITAL PROJECT	EASTSIDE WATER MAI VEENSTRA & KIMM INC.		EAST SIDE WATER MAINS PH2	7,990.47
			TOTAL:	7,990.47
WATER OPERATING	WATER FUND	HAWKINS INC IMWCA BROWN'S WEST BRANCH FORD LLC TRUCK EQUIPMENT INC	CHEMICALS	3,644.59
			WORK COMP - WATER	91.90
			TRUCK REPAIR PART-PW	152.33
			TRUCK BOX - PW	1,550.00
			TOTAL:	5,438.82
SEWER OPERATING	SEWER FUND	IMWCA OMNISITE HI-LINE INC	WORK COMP - SEWER	70.48
			LIFT STATION AUTOMATIC DIA	378.00
			SHOP SUPPLIES	362.14
			TOTAL:	810.62

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
===== FUND TOTALS =====				
	001	GENERAL FUND		8,715.05
	022	CIVIC CENTER		192.50
	031	LIBRARY		796.83
	036	TORT LIABILITY		2,673.62
	110	ROAD USE TAX		2,609.58
	319	RELOCATING WATER & SEWER		239.65
	321	WIDENING WAPSI CREEK @ BE		13,443.00
	324	WW TREATMT FAC IMP 2021		12,029.09
	329	EASTSIDE WATER MAIN PH1		2,743.39
	330	EASTSIDE WATER MAIN PH2		7,990.47
	600	WATER FUND		5,438.82
	610	SEWER FUND		810.62
		GRAND TOTAL:		57,682.62
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TOTAL PAGES: 3



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b>	January 16, 2024
<b>AGENDA ITEM:</b>	<b>Second &amp; Third Reading Ordinance 812</b> – Amending the Code of Ordinances of the City of West Branch, as previously amended, by Changing Sanitary Sewer Rates.
<b>PREPARED BY:</b>	City Clerk, Leslie Brick
<b>DATE:</b>	January 3, 2024

### SUMMARY:

The City Council passed Ordinance 811 on November 20, 2023 which changed the effective date of the sewer rates to July 1<sup>st</sup> beginning July 1, 2024 in Chapter 99 Sewer Service Charges (subsection 99.01)

I was alerted by Iowa Codification that subsection 99.02 (Annual Adjustment of Sewer Rates) would also need to be amended and done by ordinance. This ordinance will change subsection 99.02 to also change the effective date from January 1<sup>st</sup> to July 1<sup>st</sup> of each year beginning in 2024.

Ordinance 811 intended to change the effective date of the rate increase in sewer rates to July 1<sup>st</sup>, so I recommend collapsing the second and third reading at the January 16<sup>th</sup> City Council meeting to expedite the supplement process in order to get the Code updated.

**ORDINANCE 812**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, AS PREVIOUSLY AMENDED, BY CHANGING SANITARY SEWER RATES.**

WHEREAS, the City Council of the City of West Branch had heretofore deemed it necessary to raise sewer rates to keep up with inflation to ensure that the sewer system can be maintained in a good and working order.

BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA, AS FOLLOWS:

Section 1. Amendment. Section 99.02 of the Code of Ordinances of the City of West Branch, Iowa is hereby amended by deleting “Effective the first day of **January** each year, beginning in 2024, the customer monthly rates as set forth in Sections [99.01](#), [99.03](#), and [99.04](#) of this chapter, shall increase by 2% from the prior year. The City shall review the rates every two years to ensure that the system generates adequate revenues to pay the costs of operation and maintenance, including replacement, and that the system continues to provide for proportional distribution of operation and maintenance, including replacement costs, among users and user classes.”

**And replacing with:**

**99.02 Annual Adjustment of Sewer Rates.** Effective the first day of **July** each year, beginning in 2024, the customer monthly rates as set forth in Sections [99.01](#), [99.03](#), and [99.04](#) of this chapter, shall increase by 2% from the prior year. The City shall review the rates every two years to ensure that the system generates adequate revenues to pay the costs of operation and maintenance, including replacement, and that the system continues to provide for proportional distribution of operation and maintenance, including replacement costs, among users and user classes.

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

Passed and approved this 16th day of January, 2024.

First Reading: January 2, 2024  
Second Reading: January 16, 2024  
Third Reading: January 16, 2024

\_\_\_\_\_  
Roger Laughlin, Mayor

ATTEST:

\_\_\_\_\_  
Leslie Brick, City Clerk

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
City Clerk

**RESOLUTION 2024-03**

**A RESOLUTION APPROVING AN INFORMATION TECHNOLOGY SUPPORT CONTRACT WITH MAINSTAY SYSTEMS OF IOWA LLC FOR THE WEST BRANCH POLICE DEPARTMENT**

**WHEREAS**, the West Branch Police Department has a need for information technology (IT) services to keep department operations running smoothly; and

**WHEREAS**, the City Administrator previously solicited quotes from various companies to perform IT services for the various city departments in 2023; and

**WHEREAS**, Mainstay Systems of Iowa currently handles the technical needs and services for the City Office, Public Works Department, Library and Parks & Recreation departments; and

**WHEREAS**, the former Police Chief handled the technical needs of the West Branch Police Department so it is now necessary to engage an IT company to provide the required technical services for the department; and

**WHEREAS**, the City Administrator recommends Mainstay Systems of Iowa LLC to provide information technology support for the West Branch Police Department; and

**WHEREAS**, it is now necessary to approve said professional services contract.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of West Branch, Iowa, that the aforementioned agreements are hereby approved. Further, the Mayor is directed to execute the agreements on behalf of the City.

\* \* \* \* \*

Passed and approved this 16th day of January, 2024.

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Roger Laughlin, Mayor

ATTEST:

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Heidi Van Auken, Finance Officer/Deputy Clerk

**Mainstay Systems of Iowa LLC**  
 PO Box 13022  
 Des Moines, IA 50310-0022 US  
 (515) 706-1655  
 ccurtis@mainstay.systems  
 http://www.mainstay.systems



**ADDRESS**

John Hanna  
 West Branch Police  
 Department  
 105 S. 2nd Street.  
 West Branch, IA 52358 USA

**Estimate 1440**

**DATE 12/11/2023**

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
<b>Dell PE 5</b>	PE R550Rack Server for 8x3.5" drives SAS backplane TPM 2.0 v3 Intel Xeon Silver 4314 2.4 GHz 16c/32T 3200 MT/S RDIMM 2x32 GB (64 GB System Memory) 6x12 TB HDD in Raid 10 36 TB Useable Dual Hot Plug Fully Redundant Power 800W Dual LOM 1 GB Boss-S2 480 GB Raid 1 Boot Storage Windows Server 2022 Standard (2 VMS) Windows Server 2022 Standart Additional License (+2 VMS 2x5 Pack Device Access CALS Ready Rails w/ Cable Arm 60 Months Pro Warranty MSRP \$28,937.86	1	9,862.00	9,862.00T
<b>Server Install</b>	On-Site New Server Install	1	500.00	500.00T
<b>EPDR License</b>	Watchguard EPDR License 3 years 1 Server Hardware 3 Virtual Servers 4 Desktops 4 Laptops	12	153.00	1,836.00T

We accept ACH and Checks only at this time.  
 Turn Key install on new Local Domain. Data transfer will  
 be hand selected items, and old domain will be  
 abandoned.

SUBTOTAL 12,198.00  
 TAX 0.00

**TOTAL \$12,198.00**

Thank you for your business

Accepted By

Accepted Date

Thank you for your business



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> July 3, 2023
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<b>AGENDA ITEM:</b> Resolution 2023-73 - Amending the City of West Branch, IA Employee Handbook
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<b>PREPARED BY:</b> John K. Hanna, Chief of Police
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<b>DATE:</b> June 22, 2023
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### BACKGROUND:

At the June 19, 2023 City Council meeting, the City Council directed the Police Chief to return with a resolution that updated the Employee Handbook, that provided Family Health & Dental coverage to Regular full-time Police Officers that are employed with the Police Department at no cost to the employee for that policy premium.

This added benefit for Police Department staff is intended to aid the recruitment and retention of Police Officers for the West Branch Police Department.

The attached resolution adds the following language to the Benefits section, under Health Insurance and should read *“For regular, full-time Police Officers of the West Branch Police Department the City offers health coverage for themselves, their spouse and dependents, the City will cover 100% of the policy premium.”*

As well as adds language to the Benefits section under Dental Insurance and should read *“For regular, full-time Police Officers of the West Branch Police Department the City offers dental coverage for themselves, their spouse and dependents, the City will cover 100% of the policy premium.”*

**RESOLUTION 2024-04**

**A RESOLUTION RESCINDING RESOLUTION 2023-73 (AMENDING  
THE CITY OF WEST BRANCH, IA EMPLOYEE HANDBOOK)**

**WHEREAS**, the City Council passed Resolution 2023-73 on July 3, 2023 which implemented a one-hundred percent employer paid health and dental coverage for all full-time West Branch Police Officers including the Police Chief; and

**WHEREAS**, the City Council directed the Police Chief to bring forward recommendations to improve recruiting and retention of full-time Police Officers for the City of West Branch; and

**WHEREAS**, the benefit coverage increase did not entice any new recruits or affect retention and therefore other options were discussed; and

**WHEREAS**, as part of Operation Blue Savior, the City Council decided that wages should be increased in lieu of benefits;

**WHEREAS**, it is now necessary to rescind Resolution 2023-73 and revert back to the current employer contribution rate of seventy percent for monthly health and dental insurance premiums for full-time Police Officers and Police Chief.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of West Branch, Iowa does hereby rescind Resolution 2023-73 effective upon the passage of this resolution.

PASSED AND APPROVED, this 16<sup>th</sup> day of January, 2024.

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Roger Laughlin, Mayor

Attest:

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Heidi Van Auken, Finance Office/ Deputy Clerk



## REQUEST FOR COUNCIL CONSIDERATION

<b>MEETING DATE:</b> January 16, 2024
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<b>AGENDA ITEM:</b> Resolution 2024-05- Approving Pay Estimate Number 15 in the amount of \$127,157.50 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project.
<b>PREPARED BY:</b> City Administrator, Adam Kofoed
<b>DATE:</b> January 11, 2024

**SUMMARY:**

Boomerang Corp. of Anamosa, Iowa was awarded the construction contract for the Wastewater Treatment Facility Improvements Project for West Branch, Iowa by the West Branch City Council through the passage of Resolution 2022-19 on March 7, 2022 in the amount of \$8,837,000.00.

The City has received and paid the following Pay Estimates for the project to date:

Pay Estimate Number	Amount	Resolution #	Date
1	\$756,667.50	2022-73	August 1, 2022
2	\$511,380.70	2022-81	September 6, 2022
3	\$1,265,515.11	2022-95	October 17, 2022
4	\$165,941.25	2022-111	November 21, 2022
5	\$479,240.80	2022-116	December 19, 2022
6	\$510,181.34	2023-04	January 17, 2023
7	\$151,883.91	2023-26	March 20, 2023
8	\$522,618.05	2023-45	May 1, 2023
9	\$468,052.07	2023-62	June 5, 2023
10	\$476,187.40	2023-76	July 17, 2023
11	\$282,084.55	2023-97	September 5, 2023
12	\$734,586.93	2023-110	October 16, 2023
13	\$517,877.30	2023-123	November 20, 2023
14	\$328,409.30	2023-133	December 18, 2023
15	\$127,157.50	2024-05	January 16, 2024
	\$7,170,626.21		



**VEENSTRA & KIMM INC.**

2600 University Parkway, Suite 1  
Coralville, Iowa 52241

319.466.1000 // 888.241.8001  
www.v-k.net

January 9, 2024

**PAY ESTIMATE NO. 15**  
**WASTEWATER TREATMENT FACILITY IMPROVEMENTS**  
**WEST BRANCH, IOWA**

Boomerang Corp.  
P.O. Box 227  
Anamosa, Iowa 52205

Contract Amount \$8,837,000.00  
Contract Date March 7, 2022  
Pay Period December 1, 2023 - December 31, 2023

**BID ITEMS**

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1.1	Bonds/Permits/Insurance	LS	xxxxx	xxxxx	\$ 155,000.00	100%	\$ 155,000.00
1.2	Adminstration/Project Management	LS	xxxxx	xxxxx	\$ 100,000.00	90%	\$ 90,000.00
1.3	Mobilization	LS	xxxxx	xxxxx	\$ 230,000.00	90%	\$ 207,000.00
1.4	Toilets/Dumpster/Etc	LS	xxxxx	xxxxx	\$ 5,200.00	90%	\$ 4,680.08
1.5	Testing	LS	xxxxx	xxxxx	\$ 15,000.00	90%	\$ 13,500.50
1.6	Survey	LS	xxxxx	xxxxx	\$ 40,000.00	90%	\$ 36,000.00
1.7	SWPPP Prep./Maint./Inspection	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
2.1	Fence Removal	LS	xxxxx	xxxxx	\$ 2,500.00	100%	\$ 2,500.00
2.2	Silt Fence	LS	xxxxx	xxxxx	\$ 12,500.00	100%	\$ 12,500.00
2.3	Clear & Grub	LS	xxxxx	xxxxx	\$ 45,000.00	100%	\$ 45,000.00
2.4	Demo Piping/ Aeration/ Manholes	LS	xxxxx	xxxxx	\$ 25,000.00	90%	\$ 22,500.00
2.5	Sludge Removal Cell #2	LS	xxxxx	xxxxx	\$ 170,000.00	100%	\$ 170,000.00
2.6	Sludge Removal Cell #3	LS	xxxxx	xxxxx	\$ 95,000.00	100%	\$ 95,000.00
2.7	Synthetic Lining System Cell #1A, 1B	LS	xxxxx	xxxxx	\$ 75,000.00	97%	\$ 73,000.00
2.8	Synthetic Lining system Cell #2A, 2B	LS	xxxxx	xxxxx	\$ 75,000.00	97%	\$ 73,000.00
2.9	Buried Piping Materials	LS	xxxxx	xxxxx	\$ 950,000.00	95%	\$ 900,000.00
2.10	Buried Piping Labor	LS	xxxxx	xxxxx	\$ 475,000.00	94%	\$ 445,000.00
2.11	Wire Fence	LS	xxxxx	xxxxx	\$ 35,000.00		
2.12	Seeding/ Matting	LS	xxxxx	xxxxx	\$ 45,000.00		
2.13	Lagoon Construction Labor & Equip.	LS	xxxxx	xxxxx	\$ 625,000.00	100%	\$ 625,000.00
2.14	Strip/Respread Topsoil	LS	xxxxx	xxxxx	\$ 60,000.00	95%	\$ 57,000.00
3.1	Reinforcing Materials	LS	xxxxx	xxxxx	\$ 180,000.00	100%	\$ 180,000.00
3.2	Reinforcing Submittals	LS	xxxxx	xxxxx	\$ 3,000.00	100%	\$ 3,000.00
3.3	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
3.4	Sampler Building Labor	LS	xxxxx	xxxxx	\$ 40,000.00	99%	\$ 39,500.00
3.5	Sampler Building Concrete Mat'ls	LS	xxxxx	xxxxx	\$ 10,000.00	95%	\$ 9,500.00
3.6	UV Building Labor	LS	xxxxx	xxxxx	\$ 125,000.00	100%	\$ 124,400.00
3.7	UV Building Materials	LS	xxxxx	xxxxx	\$ 45,000.00	99%	\$ 44,500.00
3.8	Effluent Flume Labor	LS	xxxxx	xxxxx	\$ 35,000.00	100%	\$ 35,000.00
3.9	Effluent Flume Materials	LS	xxxxx	xxxxx	\$ 10,000.00	100%	\$ 10,000.00
3.10	SAGR Control #1 Labor	LS	xxxxx	xxxxx	\$ 60,000.00	100%	\$ 60,000.00
3.11	SAGR Control #1 Materials	LS	xxxxx	xxxxx	\$ 30,000.00	100%	\$ 30,000.00
3.12	SAGR Control #2 Labor	LS	xxxxx	xxxxx	\$ 40,000.00	100%	\$ 40,000.00
3.13	SAGR Control #2 Materials	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
3.14	SAGR Control #3 Labor	LS	xxxxx	xxxxx	\$ 60,000.00	100%	\$ 60,000.00
3.15	SAGR Control #3 Materials	LS	xxxxx	xxxxx	\$ 30,000.00	100%	\$ 30,000.00
3.16	SAGR control #4 Labor	LS	xxxxx	xxxxx	\$ 40,000.00	100%	\$ 40,000.00
3.17	SAGR control #4 Materials	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
3.18	UV Building Labor	LS	xxxxx	xxxxx	\$ 90,000.00	100%	\$ 90,000.00
3.19	UV Materials	LS	xxxxx	xxxxx	\$ 45,000.00	100%	\$ 45,000.00
3.20	Gen. Pad/Misc. Concrete/Pads L&M	LS	xxxxx	xxxxx	\$ 15,000.00	100%	\$ 15,000.00

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
4.1	Masonry Materials	LS	xxxxx	xxxxx	\$ 50,000.00	100%	\$ 50,000.00
4.2	Masonry Labor	LS	xxxxx	xxxxx	\$ 100,000.00	100%	\$ 100,000.00
4.3	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
5.1	Structure Embeds Materials	LS	xxxxx	xxxxx	\$ 65,000.00	100%	\$ 65,000.00
5.2	Grating Materials & Labor	LS	xxxxx	xxxxx	\$ 50,000.00		
5.3	Handrail Labor & Materials	LS	xxxxx	xxxxx	\$ 45,000.00		
5.4	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
6.1	UV Building Materials	LS	xxxxx	xxxxx	\$ 25,000.00	100%	\$ 25,000.00
6.2	UV Building Labor	LS	xxxxx	xxxxx	\$ 50,000.00	100%	\$ 50,000.00
6.3	Sampler Building Materials	LS	xxxxx	xxxxx	\$ 15,000.00	100%	\$ 15,000.00
6.4	Sampler Building Labor	LS	xxxxx	xxxxx	\$ 20,000.00	88%	\$ 17,500.00
6.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
7.1	UV Building Insulation	LS	xxxxx	xxxxx	\$ 5,000.00		
7.2	Sampler Building Insulation	LS	xxxxx	xxxxx	\$ 2,000.00	50%	\$ 1,000.00
7.3	UV Building Metal Roof Panels L&M	LS	xxxxx	xxxxx	\$ 20,000.00	100%	\$ 20,000.00
7.4	Samp. Bldg Metal Roof Panels L&M	LS	xxxxx	xxxxx	\$ 10,000.00	100%	\$ 10,000.00
7.5	UV Building Metal Wall Panels L&M	LS	xxxxx	xxxxx	\$ 10,000.00		
7.6	Samp. Bldg Metal Wall Panels L&M	LS	xxxxx	xxxxx	\$ 7,500.00		
7.7	Gutters & Downspouts L&M	LS	xxxxx	xxxxx	\$ 3,000.00		
7.8	Joint Sealants Labor & Materials	LS	xxxxx	xxxxx	\$ 7,500.00	30%	\$ 2,250.00
7.9	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
8.1	Steel Doors, Frames & Hdwe Mat'ls	LS	xxxxx	xxxxx	\$ 20,000.00	75%	\$ 15,000.00
8.2	Steel Doors Frames & Hdwe Labor	LS	xxxxx	xxxxx	\$ 5,000.00	75%	\$ 3,750.00
8.3	Coiling /Overhead Door L&M	LS	xxxxx	xxxxx	\$ 25,000.00		
8.4	Access Hatches Labor & Materials	LS	xxxxx	xxxxx	\$ 2,500.00	100%	\$ 2,500.00
8.5	Glazing	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
8.6	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
9.1	Painting Labor & Materials	LS	xxxxx	xxxxx	\$ 25,000.00	35%	\$ 8,750.00
9.2	Gypsum Board Labor & Materials	LS	xxxxx	xxxxx	\$ 35,000.00		
9.3	Submittals	LS	xxxxx	xxxxx	\$ 1,000.00		
10.1	Fire Extinguisher	LS	xxxxx	xxxxx	\$ 300.00		
11.1	Sluice Gates Installation	LS	xxxxx	xxxxx	\$ 80,000.00	95%	\$ 76,000.00
11.2	Sluice Gates Materials	LS	xxxxx	xxxxx	\$ 200,000.00	100%	\$ 200,000.00
11.3	Primary SAGR Sac. Walls Mat'ls	LS	xxxxx	xxxxx	\$ 50,000.00	100%	\$ 50,000.00
11.4	Secondary SAGR Sac. Wall Mat'ls	LS	xxxxx	xxxxx	\$ 50,000.00	100%	\$ 50,000.00
11.5	Primary SAGR Walls Labor	LS	xxxxx	xxxxx	\$ 75,000.00	100%	\$ 75,000.00
11.6	Secondary SAGR Walls Labor	LS	xxxxx	xxxxx	\$ 75,000.00	100%	\$ 75,000.00
11.7	Primary SAGR Aggregate L&M	LS	xxxxx	xxxxx	\$ 400,000.00	100%	\$ 400,000.00
11.8	Secondary SAGR Aggregate L&M	LS	xxxxx	xxxxx	\$ 400,000.00	100%	\$ 400,000.00
11.9	Mulch Labor & Materials	LS	xxxxx	xxxxx	\$ 60,000.00	100%	\$ 60,000.00
11.10	Fine grade for Liners L&M	LS	xxxxx	xxxxx	\$ 60,000.00	100%	\$ 60,000.00
11.11	Inter SAGR piping Materials	LS	xxxxx	xxxxx	\$ 50,000.00	100%	\$ 50,000.00
11.12	Inter SAGR Piping Labor	LS	xxxxx	xxxxx	\$ 100,000.00	100%	\$ 100,000.00
11.13	Nexom Blower/Aeration Equip. Mat'ls	LS	xxxxx	xxxxx	\$ 738,000.00	75%	\$ 556,000.00
11.14	Blower/Aeration Equipment Labor	LS	xxxxx	xxxxx	\$ 250,000.00	70%	\$ 175,000.00
11.15	Nexom Blower/Aeration Downpaym't	LS	xxxxx	xxxxx	\$ 82,000.00	100%	\$ 82,000.00
11.16	Sampler Labor & Materials	LS	xxxxx	xxxxx	\$ 12,000.00		
11.17	UV Equipment Materials	LS	xxxxx	xxxxx	\$ 225,000.00		
11.18	UV Equipment Labor	LS	xxxxx	xxxxx	\$ 92,000.00		
11.19	UV Equipment Down payment	LS	xxxxx	xxxxx	\$ 25,000.00	100%	\$ 25,000.00
11.20	Sanitary Pump Materials	LS	xxxxx	xxxxx	\$ 50,000.00	20%	\$ 10,000.00
11.21	Pumps Labor	LS	xxxxx	xxxxx	\$ 10,000.00	25%	\$ 2,500.00
11.22	Submittals UV/NEXOM/ sampler	LS	xxxxx	xxxxx	\$ 15,000.00	100%	\$ 15,000.00

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
12.1	Laboratory Casework Materials	LS	xxxxx	xxxxx	\$ 20,000.00		
12.2	Laboratory Casework Labor	LS	xxxxx	xxxxx	\$ 5,000.00		
12.3	Submittals	LS	xxxxx	xxxxx	\$ 1,000.00	100%	\$ 1,000.00
13.1	Process Piping Labor & Materials	LS	xxxxx	xxxxx	\$ 275,000.00	100%	\$ 275,000.00
13.2	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
14.1	Hoists Equipment Materials	LS	xxxxx	xxxxx	\$ 25,000.00	75%	\$ 18,750.00
14.2	Hoists Equipment Labor	LS	xxxxx	xxxxx	\$ 5,000.00	80%	\$ 4,000.00
14.3	Submittals	LS	xxxxx	xxxxx	\$ 1,000.00	50%	\$ 500.00
15.1	HVAC Materials	LS	xxxxx	xxxxx	\$ 75,000.00	20%	\$ 15,000.00
15.2	HVAC Labor	LS	xxxxx	xxxxx	\$ 9,000.00	22%	\$ 2,000.00
15.3	Plumbing Materials	LS	xxxxx	xxxxx	\$ 50,000.00	22%	\$ 11,000.00
15.4	Plumbing Labor	LS	xxxxx	xxxxx	\$ 15,000.00	28%	\$ 4,200.00
15.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
16.1	Generator & Transfer Switch Material	LS	xxxxx	xxxxx	\$ 65,000.00		
16.2	Generator & Transfer Switch Labor	LS	xxxxx	xxxxx	\$ 45,000.00		
16.3	Electrical Materials	LS	xxxxx	xxxxx	\$ 115,000.00	29%	\$ 33,498.50
16.4	Electrical Labor	LS	xxxxx	xxxxx	\$ 65,000.00	28%	\$ 18,498.00
16.5	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
17.1	Process Control & Instrument L&M	LS	xxxxx	xxxxx	\$ 160,000.00		
17.2	Submittals	LS	xxxxx	xxxxx	\$ 5,000.00	100%	\$ 5,000.00
<b>Contract Price:</b>					<b>\$ 8,837,000.00</b>		<b>\$ 7,228,277.08</b>

<b>MATERIALS STORED SUMMARY</b>				
	Description	# of Units	Unit Price	Extended Cost
2.9	Buried Pipe (Schimberg)	LS	\$ 50,000.00	\$ 50,000.00
5.2	Grating Materials (Breuer)	LS	\$ 9,976.04	\$ 9,976.04
5.3	Handrail Materials (Platform & Stairs)	LS	\$ 12,458.73	\$ 12,458.73
8.1	Doors & Door Hardware	LS	\$ 5,000.00	\$ 5,000.00
8.3	Overhead Doors	LS	\$ 21,275.00	\$ 21,275.00
11.13	Nexom Blower	LS	\$ 100,000.00	\$ 100,000.00
11.17	Trojan UV Equipment	LS	\$ 173,251.25	\$ 173,251.25
12.1	Cabinetry	LS	\$ 7,559.00	\$ 7,559.00
15.1	Fan	1	\$ 356.00	\$ 356.00
15.1	Indeeco Heaters	LS	\$ 14,755.00	\$ 14,755.00
15.1	Split System	1	\$ 10,795.00	\$ 10,795.00
15.1	Dehumidifier	1	\$ 3,485.00	\$ 3,485.00
15.1	Grilles	LS	\$ 280.00	\$ 280.00
16.3	Electrical Equipment	LS	\$ 18,460.49	\$ 18,460.49
<b>Total</b>				<b>\$ 427,651.51</b>

**SUMMARY**

		Total Approved	Total Completed
Contract Price		\$ 8,837,000.00	\$ 7,228,277.08
Approved Change Order (list each)	Change Order No. 1	\$ 6,687.10	\$ 6,687.10
	Change Order No. 2	\$ 19,261.90	\$ 19,261.90
	Revised Contract Price	\$ 8,862,949.00	\$ 7,254,226.08

Stored \$ 427,651.51  
 Total Earned \$ 7,681,877.59  
 Retainage (5%) \$ 384,093.88  
 Total Earned Less Retainage \$ 7,297,783.71

Total Previously Approved (list each)			
	Pay Estimate No. 1	\$ 756,667.50	
	Pay Estimate No. 2	\$ 511,380.70	
	Pay Estimate No. 3	\$ 1,265,515.11	
	Pay Estimate No. 4	\$ 165,941.25	
	Pay Estimate No. 5	\$ 479,240.80	
	Pay Estimate No. 6	\$ 510,181.34	
	Pay Estimate No. 7	\$ 151,883.91	
	Pay Estimate No. 8	\$ 522,618.05	
	Pay Estimate No. 9	\$ 468,052.07	
	Pay Estimate No. 10	\$ 476,187.40	
	Pay Estimate No. 11	\$ 282,084.55	
	Pay Estimate No. 12	\$ 734,586.93	
	Pay Estimate No. 13	\$ 517,877.30	
	Pay Estimate No. 14	\$ 328,409.30	

Total Previously Approved \$ 7,170,626.21

Percent Complete 82%

**Amount Due This Request \$ 127,157.50**

The amount \$127,157.50 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:  
Boomerang Corp.

Recommended By:  
Veenstra & Kimm, Inc.

Approved By:  
West Branch, Iowa

Signature: 

Signature: 

Signature: \_\_\_\_\_

Name: Jeni Haas

Name: Emily Linebaugh

Name: \_\_\_\_\_

Title: VP

Title: Engineer

Title: \_\_\_\_\_

Date: 1/10/24

Date: January 9, 2024

Date: \_\_\_\_\_



**COMPARISON BETWEEN PAY ESTIMATE NOS. 14 & 15**

**WASTEWATER TREATMENT FACILITY IMPROVEMENTS  
WEST BRANCH, IOWA**

Boomerang Corp.  
P.O. Box 227  
Anamosa, Iowa 52205

Contract Amount \$8,837,000.00  
Contract Date March 7, 2022

	Description	Extended Price	Pay Est. No. 14 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 15 Total Completed
1.1	Bonds/Permits/Insurance	\$ 155,000.00	\$ 155,000.00		100%	\$ 155,000.00
1.2	Adminstration/Project Management	\$ 100,000.00	\$ 90,000.00		90%	\$ 90,000.00
1.3	Mobilization	\$ 230,000.00	\$ 207,000.00		90%	\$ 207,000.00
1.4	Toilets/Dumpster/Etc	\$ 5,200.00	\$ 4,680.08		90%	\$ 4,680.08
1.5	Testing	\$ 15,000.00	\$ 13,500.50		90%	\$ 13,500.50
1.6	Survey	\$ 40,000.00	\$ 36,000.00		90%	\$ 36,000.00
1.7	SWPPP Prep./Maint./Inspection	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
2.1	Fence Removal	\$ 2,500.00	\$ 2,500.00		100%	\$ 2,500.00
2.2	Silt Fence	\$ 12,500.00	\$ 12,500.00		100%	\$ 12,500.00
2.3	Clear & Grub	\$ 45,000.00	\$ 45,000.00		100%	\$ 45,000.00
2.4	Demo Piping/ Aeration/ Manholes	\$ 25,000.00	\$ 22,500.00		90%	\$ 22,500.00
2.5	Sludge Removal Cell #2	\$ 170,000.00	\$ 170,000.00		100%	\$ 170,000.00
2.6	Sludge Removal Cell #3	\$ 95,000.00	\$ 95,000.00		100%	\$ 95,000.00
2.7	Synthetic Lining System Cell #1A, 1B	\$ 75,000.00	\$ 73,000.00		97%	\$ 73,000.00
2.8	Synthetic Lining system Cell #2A, 2B	\$ 75,000.00	\$ 73,000.00		97%	\$ 73,000.00
2.9	Buried Piping Materials	\$ 950,000.00	\$ 900,000.00		95%	\$ 900,000.00
2.10	Buried Piping Labor	\$ 475,000.00	\$ 445,000.00		94%	\$ 445,000.00
2.11	Wire Fence	\$ 35,000.00				
2.12	Seeding/ Matting	\$ 45,000.00				
2.13	Lagoon Construction Labor & Equip.	\$ 625,000.00	\$ 625,000.00		100%	\$ 625,000.00
2.14	Strip/Respread Topsoil	\$ 60,000.00	\$ 57,000.00		95%	\$ 57,000.00
3.1	Reinforcing Materials	\$ 180,000.00	\$ 180,000.00		100%	\$ 180,000.00
3.2	Reinforcing Submittals	\$ 3,000.00	\$ 3,000.00		100%	\$ 3,000.00
3.3	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
3.4	Sampler Building Labor	\$ 40,000.00	\$ 38,000.00	\$ 1,500.00	99%	\$ 39,500.00
3.5	Sampler Building Concrete Mat'ls	\$ 10,000.00	\$ 9,500.00		95%	\$ 9,500.00
3.6	UV Building Labor	\$ 125,000.00	\$ 124,400.00		100%	\$ 124,400.00
3.7	UV Building Materials	\$ 45,000.00	\$ 44,500.00		99%	\$ 44,500.00
3.8	Effluent Flume Labor	\$ 35,000.00	\$ 35,000.00		100%	\$ 35,000.00
3.9	Effluent Flume Materials	\$ 10,000.00	\$ 10,000.00		100%	\$ 10,000.00
3.10	SAGR Control #1 Labor	\$ 60,000.00	\$ 60,000.00		100%	\$ 60,000.00
3.11	SAGR Control #1 Materials	\$ 30,000.00	\$ 30,000.00		100%	\$ 30,000.00
3.12	SAGR Control #2 Labor	\$ 40,000.00	\$ 40,000.00		100%	\$ 40,000.00
3.13	SAGR Control #2 Materials	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
3.14	SAGR Control #3 Labor	\$ 60,000.00	\$ 60,000.00		100%	\$ 60,000.00
3.15	SAGR Control #3 Materials	\$ 30,000.00	\$ 30,000.00		100%	\$ 30,000.00
3.16	SAGR control #4 Labor	\$ 40,000.00	\$ 40,000.00		100%	\$ 40,000.00
3.17	SAGR control #4 Materials	\$ 20,000.00	\$ 20,000.00		100%	\$ 20,000.00
3.18	UV Building Labor	\$ 90,000.00	\$ 90,000.00		100%	\$ 90,000.00
3.19	UV Materials	\$ 45,000.00	\$ 45,000.00		100%	\$ 45,000.00
3.20	Gen. Pad/Misc. Concrete/Pads L&M	\$ 15,000.00	\$ 15,000.00		100%	\$ 15,000.00

	Description	Extended Price	Pay Est. No. 14 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 15 Total Completed
4.1	Masonry Materials	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
4.2	Masonry Labor	\$ 100,000.00	\$ 100,000.00		100%	\$ 100,000.00
4.3	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
5.1	Structure Embeds Materials	\$ 65,000.00	\$ 65,000.00		100%	\$ 65,000.00
5.2	Grating Materials & Labor	\$ 50,000.00				
5.3	Handrail Labor & Materials	\$ 45,000.00				
5.4	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
6.1	UV Building Materials	\$ 25,000.00	\$ 25,000.00		100%	\$ 25,000.00
6.2	UV Building Labor	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
6.3	Sampler Building Materials	\$ 15,000.00	\$ 10,000.00	\$ 5,000.00	100%	\$ 15,000.00
6.4	Sampler Building Labor	\$ 20,000.00	\$ 15,000.00	\$ 2,500.00	88%	\$ 17,500.00
6.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
7.1	UV Building Insulation	\$ 5,000.00				
7.2	Sampler Building Insulation	\$ 2,000.00		\$ 1,000.00	50%	\$ 1,000.00
7.3	UV Building Metal Roof Panels L&M	\$ 20,000.00		\$ 20,000.00	100%	\$ 20,000.00
7.4	Samp. Bldg Metal Roof Panels L&M	\$ 10,000.00		\$ 10,000.00	100%	\$ 10,000.00
7.5	UV Building Metal Wall Panels L&M	\$ 10,000.00				
7.6	Samp. Bldg Metal Wall Panels L&M	\$ 7,500.00				
7.7	Gutters & Downspouts L&M	\$ 3,000.00				
7.8	Joint Sealants Labor & Materials	\$ 7,500.00	\$ 2,250.00		30%	\$ 2,250.00
7.9	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
8.1	Steel Doors, Frames & Hdwe Mat'ls	\$ 20,000.00	\$ 15,000.00		75%	\$ 15,000.00
8.2	Steel Doors Frames & Hdwe Labor	\$ 5,000.00	\$ 3,750.00		75%	\$ 3,750.00
8.3	Coiling /Overhead Door L&M	\$ 25,000.00				
8.4	Access Hatches Labor & Materials	\$ 2,500.00		\$ 2,500.00	100%	\$ 2,500.00
8.5	Glazing	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
8.6	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
9.1	Painting Labor & Materials	\$ 25,000.00	\$ 8,750.00		35%	\$ 8,750.00
9.2	Gypsum Board Labor & Materials	\$ 35,000.00				
9.3	Submittals	\$ 1,000.00				
10.1	Fire Extinguisher	\$ 300.00				
11.1	Sluice Gates Installation	\$ 80,000.00	\$ 76,000.00		95%	\$ 76,000.00
11.2	Sluice Gates Materials	\$ 200,000.00	\$ 200,000.00		100%	\$ 200,000.00
11.3	Primary SAGR Sac. Walls Mat'ls	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
11.4	Secondary SAGR Sac. Wall Mat'ls	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
11.5	Primary SAGR Walls Labor	\$ 75,000.00	\$ 75,000.00		100%	\$ 75,000.00
11.6	Secondary SAGR Walls Labor	\$ 75,000.00	\$ 75,000.00		100%	\$ 75,000.00
11.7	Primary SAGR Aggregate L&M	\$ 400,000.00	\$ 400,000.00		100%	\$ 400,000.00
11.8	Secondary SAGR Aggregate L&M	\$ 400,000.00	\$ 400,000.00		100%	\$ 400,000.00
11.9	Mulch Labor & Materials	\$ 60,000.00	\$ 30,000.00	\$ 30,000.00	100%	\$ 60,000.00
11.10	Fine grade for Liners L&M	\$ 60,000.00	\$ 60,000.00		100%	\$ 60,000.00
11.11	Inter SAGR piping Materials	\$ 50,000.00	\$ 50,000.00		100%	\$ 50,000.00
11.12	Inter SAGR Piping Labor	\$ 100,000.00	\$ 100,000.00		100%	\$ 100,000.00
11.13	Nexom Blower/Aeration Equip. Mat'ls	\$ 738,000.00	\$ 556,000.00		75%	\$ 556,000.00
11.14	Blower/Aeration Equipment Labor	\$ 250,000.00	\$ 150,000.00	\$ 25,000.00	70%	\$ 175,000.00
11.15	Nexom Blower/Aeration Downpaym't	\$ 82,000.00	\$ 82,000.00		100%	\$ 82,000.00
11.16	Sampler Labor & Materials	\$ 12,000.00				
11.17	UV Equipment Materials	\$ 225,000.00				
11.18	UV Equipment Labor	\$ 92,000.00				
11.19	UV Equipment Down payment	\$ 25,000.00	\$ 25,000.00		100%	\$ 25,000.00
11.20	Sanitary Pump Materials	\$ 50,000.00	\$ 10,000.00		20%	\$ 10,000.00
11.21	Pumps Labor	\$ 10,000.00	\$ 2,500.00		25%	\$ 2,500.00
11.22	Submittals UV/NEXOM/ sampler	\$ 15,000.00	\$ 15,000.00		100%	\$ 15,000.00

	Description	Extended Price	Pay Est. No. 14 Total Completed	Monthly Work Completed	Quantity Completed	Pay Est. No. 15 Total Completed
12.1	Laboratory Casework Materials	\$ 20,000.00				
12.2	Laboratory Casework Labor	\$ 5,000.00				
12.3	Submittals	\$ 1,000.00	\$ 1,000.00		100%	\$ 1,000.00
13.1	Process Piping Labor & Materials	\$ 275,000.00	\$ 275,000.00		100%	\$ 275,000.00
13.2	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
14.1	Hoists Equipment Materials	\$ 25,000.00	\$ 18,750.00		75%	\$ 18,750.00
14.2	Hoists Equipment Labor	\$ 5,000.00	\$ 4,000.00		80%	\$ 4,000.00
14.3	Submittals	\$ 1,000.00	\$ 500.00		50%	\$ 500.00
15.1	HVAC Materials	\$ 75,000.00		\$ 15,000.00	20%	\$ 15,000.00
15.2	HVAC Labor	\$ 9,000.00		\$ 2,000.00	22%	\$ 2,000.00
15.3	Plumbing Materials	\$ 50,000.00	\$ 11,000.00		22%	\$ 11,000.00
15.4	Plumbing Labor	\$ 15,000.00	\$ 4,200.00		28%	\$ 4,200.00
15.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
16.1	Generator & Transfer Switch Material	\$ 65,000.00				
16.2	Generator & Transfer Switch Labor	\$ 45,000.00				
16.3	Electrical Materials	\$ 115,000.00	\$ 11,498.50	\$ 22,000.00	29%	\$ 33,498.50
16.4	Electrical Labor	\$ 65,000.00	\$ 6,498.00	\$ 12,000.00	28%	\$ 18,498.00
16.5	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
17.1	Process Control & Instrument L&M	\$ 160,000.00				
17.2	Submittals	\$ 5,000.00	\$ 5,000.00		100%	\$ 5,000.00
<b>Contract Price:</b>		<b>\$ 8,837,000.00</b>	<b>\$ 7,079,777.08</b>	<b>\$ 148,500.00</b>	<b>82%</b>	<b>\$ 7,228,277.08</b>

MATERIALS STORED SUMMARY					
	Description	# of Units	Pay Est. 14	Pay Est. 15	
2.9	Buried Pipe (Schimberg)	LS	\$ 50,000.00	\$ 50,000.00	
5.2	Grating Materials (Breuer)	LS	\$ 9,976.04	\$ 9,976.04	
5.3	Handrail Materials (Platform & Stairs)	LS	\$ 12,458.73	\$ 12,458.73	
8.1	Doors & Door Hardware	LS	\$ 5,000.00	\$ 5,000.00	
8.3	Overhead Doors	LS	\$ 21,275.00	\$ 21,275.00	
11.13	Nexom Blower & Aeration Equipment Materials	LS	\$ 100,000.00	\$ 100,000.00	
11.17	Trojan UV Equipment	LS	\$ 173,251.25	\$ 173,251.25	
12.1	Cabinetry	LS	\$ 7,559.00	\$ 7,559.00	
15.1	Fan	1	\$ 356.00	\$ 356.00	
15.1	Indeeco Heaters	LS	\$ 14,755.00	\$ 14,755.00	
15.1	Split System	1	\$ 10,795.00	\$ 10,795.00	
15.1	Dehumidifier	1	\$ 3,485.00	\$ 3,485.00	
15.1	Grilles	LS	\$ 280.00	\$ 280.00	
15.1	Greenheck Fans & Dampers	LS	\$ 14,650.00	\$ -	
16.3	Electrical Equipment	LS	\$ 18,460.49	\$ 18,460.49	
				<b>Total</b>	<b>\$ 427,651.51</b>

<b>SUMMARY</b>			
		<b>Total Approved</b>	<b>Total Completed</b>
Contract Price		\$ 8,837,000.00	Pay Est. 15
Approved Change Order (list each)	Change Order No. 1	\$ 6,687.10	\$ 6,687.10
	Change Order No. 2	\$ 19,261.90	\$ 19,261.90
		Revised Contract Price	\$ 8,862,949.00

Stored \$ 427,651.51

Total Earned \$ 7,681,877.59

Retainage (5%) \$ 384,093.88

Total Earned Less Retainage \$ 7,297,783.71

Total Previously Approved (list each)	Pay Estimate No. 1	\$ 756,667.50	
	Pay Estimate No. 2	\$ 511,380.70	
	Pay Estimate No. 3	\$ 1,265,515.11	
	Pay Estimate No. 4	\$ 165,941.25	
	Pay Estimate No. 5	\$ 479,240.80	
	Pay Estimate No. 6	\$ 510,181.34	
	Pay Estimate No. 7	\$ 151,883.91	
	Pay Estimate No. 8	\$ 522,618.05	
	Pay Estimate No. 9	\$ 468,052.07	
	Pay Estimate No. 10	\$ 476,187.40	
	Pay Estimate No. 11	\$ 282,084.55	
	Pay Estimate No. 12	\$ 734,586.93	
	Pay Estimate No. 13	\$ 517,877.30	
	Pay Estimate No. 14	\$ 328,409.30	

Total Previously Approved \$ 7,170,626.21

Percent Complete 82%

**Amount Due This Request \$ 127,157.50**

The amount     \$127,157.50     is recommended for approval for payment in accordance with the terms of the contract.

**RESOLUTION 2024-05**

**A RESOLUTION APPROVING PAY ESTIMATE NUMBER 15 IN THE AMOUNT OF \$127,157.50 TO BOOMERANG CORP. FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT.**

**WHEREAS**, Boomerang Corp. of Anamosa, Iowa was awarded the construction contract for the Wastewater Treatment Facility Improvements Project for West Branch, Iowa (the “Project”) by the West Branch City Council through the passage of Resolution 2022-19 on March 7, 2022 in the amount of \$8,837,000.00; and

**WHEREAS**, Boomerang Corp. has declared that said project has started and work has been rendered in accordance with drawings and specifications on the Project and based on observations by project managers of Veenstra & Kimm who are contracted with the City of West Branch to oversee the construction process.

**WHEREAS**, the City Council of West Branch, previously approved Pay Estimates Number 1 through 14 in the amount of \$7,170,626.21 to Boomerang Corp. of Anamosa, IA to date; and

**WHEREAS**, it is now necessary for the City Council to accept Pay Estimate Number 15 in the amount of \$127,157.50

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of West Branch, that Pay Estimate Number 15 in the amount of \$127,157.50 to Boomerang Corp. of Anamosa, IA is approved.

**Passed and approved this 16th day of January, 2024.**

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Roger Laughlin, Mayor

ATTEST:

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Heidi Van Auken, Finance Officer/Deputy Clerk

**SCHEDULE**

**FOR**

***PHASE 2 EAST SIDE WATER MAIN REPLACEMENT***

***WEST BRANCH, IOWA***

January 16, 2024:	Set Public Hearing Date and Bid Date
January 24, 2024:	Plans and Specifications Available
January 26, 2024:	Post Notice to Bidders
February 5, 2024:	Publish Notice of Public Hearing (week of)
February 15, 2024:	Receive Bids for Project
February 20, 2024:	Public Hearing & Award Contract
May, 2024:	Notice to Proceed
October 25, 2024:	Final Completion

## **RESOLUTION 2024-06**

### **RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS, APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS FOR IMPROVEMENTS KNOWN AS THE EAST SIDE WATER MAIN REPLACEMENT PHASE II PROJECT.**

WHEREAS, it is deemed necessary to construct certain public improvements described in general as the East Side Water Main Replacement Project, and that Veenstra & Kimm has caused to be prepared preliminary plans, specifications and form of contract, and estimated cost on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said preliminary plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said preliminary plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the East Side Water Main Replacement Project, in the manner set forth in the preliminary plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the Instructions to Bidders, said public improvements being more generally described as follows:

The work will include but is not limited to the following improvements:

EAST SIDE PHASE II WATER MAIN REPLACEMENT Construct East Side Water Main Replacement including all labor, materials, and equipment necessary for installation of 3580 linear feet of 6" water main; valves; hydrants; 350 square yards 7" Portland concrete pavement; 395 square yards 10" Portland concrete pavement 88 linear feet of 12" Storm sewer; seeding; and miscellaneous associated work, including cleanup.

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the Notice to Bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of public hearing and notice to bidders once in the West Branch Times Newspaper, a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the public hearing scheduled to be held at the February 20, 2024, meeting at the West Branch City Hall (110 N. Poplar Street). The date for receiving bids is hereby fixed as February 15, 2024. Said bids are to be filed prior to 2:00 p.m. on said date; and,

BE IT FURTHER RESOLVED, that bids shall be received and as provided in the public notice and the results of said bids shall be considered at a meeting of this Council on February 20, 2024, at 7:00 p.m., at the West Branch City Hall (110 N Poplar Street); and,

BE IT FURTHER RESOLVED, that the City Administrator is hereby designated as the authority to receive and open said bids on behalf of the City of West Branch, Iowa.

PASSED and APPROVED this 16th day of January, 2024.

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Roger Laughlin, Mayor

ATTEST:

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Heidi Van Auken, Finance Officer/Deputy Clerk