



**CITY COUNCIL MEETING
MONDAY, SEPTEMBER 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 September 3, 2024 City Council meeting.
 - b. Approve a Special Event permit for The Down Under for Saturday, October 5, 2024 and expanded Outdoor Service Area for the event.
 - c. Approve the June & July Monthly Financial Report.
 - d. Approve Claims for September 16, 2024.
7. Presentations/Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
 - a. **Resolution 2024-97** - Setting a date for Consultation and a date for a Public Hearing on the proposed Amendment No. 7 to the Amended and Restated West Branch Urban Renewal Plan. / Move to action.
 - b. **Resolution 2024-98** – Approving a salary adjustment for Police Chief Greg Hall. / Move to action.
 - c. **Resolution 2024-99** - Approving a salary adjustment for Andrew (Drew) Finnegan. / Move to action.
 - d. **Resolution 2024-100** – Approving a salary adjustment for Parks & Recreation Director Erin Laughlin. / Move to action.
 - e. **Resolution 2024-101** - Approving Pay Estimate Number 5 in the amount of \$114,796.72 to Midwest Underground Contractors Inc. for the Phase 2 Eastside Water Main Replacement Project. / Move to action.
 - f. **Resolution 2024- 102** – Approving an insurance proposal with Provident Fire Plus, Iowa Municipal Insurance Ltd. / Move to action.
 - g. **Resolution 2024- 103** – Approving a resolution amending the employee handbook to update the West Branch Police Department hours worked before overtime begins. / Move to action.
9. Discussion – Finalize Franchise Revenue Purpose Statement.
10. Discussion – West Branch Police Department residency requirement.
11. Discussion – Over-time exemption for Public Safety employees.
12. Discussion – Proposal to temporarily hold building permits for Main Street addresses
13. City Administrator Report
14. City Attorney Report
15. City Engineer Report
16. City Staff Reports
17. Comments from Mayor and Council Members
18. Motion to adjourn.

Mayor: Roger Laughlin • **Council Members:** Jodee Stoolman, Tom Dean, Jerry Sexton, Mike Horihan, Colton Miller
City Administrator Adam Kofoed • **City Clerk** Leslie Brick • **Finance Officer** Heidi Van Auken • **Police Chief** Greg Hall •
Fire Chief Kevin Stoolman • **Public Works Director** Matt Goodale • **Library Director** Jessica Schafer
Parks & Recreation Director Erin Laughlin