

(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**

**February 17, 2026
7:00 p.m.**

Mayor Laughlin called the West Branch City Council regular meeting to order at 7:00 p.m.

Roll call: Council members present; Colton Miller, Mike Horihan, Jerry Sexton, Chantry Noel and Tom Dean.

City Staff present: City Administrator Adam Kofoed, City Clerk Alycia Friis, Police Chief Greg Hall, Parks and Rec Director Erin Laughlin

Attending by Zoom: Finance Officer Heidi Van Auken

APPROVE THE AGENDA

Motion to Approve the Agenda made by Miller, 2nd by Noel. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve Minutes from the February 2, 2026 City Council meeting.

Approve Minutes from the February 9, 2026 City Council Budget Workshop.

Approve renewal of Liquor License for Casey's

Approve renewal of Liquor License for ELDR LLC, Little Lights

Approve Special Event Permit for Sand Volleyball Tournament at Beranek Park

Approve Claims for February 17, 2026.

EXPENDITURES	2/17/2026	
AMAZON.COM	VARIOUS ITEMS - LIBRARY, P&R	124.20
CEDAR COUNTY COOP	SPRAY FOR LAGOONS - PW	135.00
HD SUPPLY	BUILDING SUPPLIES - CITY	50.31
IOWA ONE CALL	UTILITY LOCATION SERVICES	22.50
JOHNSON COUNTY AUDITOR	CITY/SCHOOL ELECTION FEES	1,574.10
KANOPY	ON DEMAND VIDEO SERVICE	30.00
LRS HOLDINGS	TRASH & RECYCLING - JAN 2026	20,103.25
MOPPY MO'S	JANITORIAL SERVICES - LIBRARY, CITY	822.50
PACHECO, HUGO VINICIO	COMM. ROOM DOOR PAINT - LIB	325.00
STATE HYGIENIC LAB	LAB ANALYSIS	1,764.00
WB COMMUNITY SCHOOL	OPEN GYM RENT	<u>880.00</u>
TOTAL		25,830.86
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS	2/13/2026	47,092.44
PAID BETWEEN MEETINGS		
ALLIANT ENERGY	ALLIANT ENERGY	20,595.07
AT & T MOBILITY	WIRELESS SERVICE	228.26
BAKER & TAYLOR	BOOKS	121.92
E O JOHNSON	COPIER MAINTENANCE - CITY	138.83
IOWA ONE CALL	UTILITY LOCATION SERVICE	71.10
LEAF CAPITAL FUNDING	COPIER LEASE - LIBRARY	142.02
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,551.66
MIDWEST FRAME & AXLE	SNOW PLOW REPAIR	1,035.16
OVERDRIVE	DIGITAL & AUDIO BOOKS	49.64
QUILL	OFFICE SUPPLIES - POLICE	23.33
RECDISK	ANNUAL SUBSCRIPTION	6,394.50
STATE INDUSTRIAL PRODUCTS	SHOP SUPPLIES - PW	117.42
STEVENS EROSION CONTROL	MATTING FOR WATER TOWER - PW	550.00
VEENSTRA & KIMM	VARIOUS PROJECTS	17,709.60
WEX BANK	VEHICLE FUEL	1,046.96
MISCELLANEOUS VENDORS	UB REFUNDS	162.00
SISCO	HEALTH CLAIMS 2-2-2026	1,270.49
SISCO	HEALTH CLAIMS 2-9-2026	<u>2.05</u>
TOTAL		51,210.01
GRAND TOTAL EXPENDITURES		124,133.31
FUND TOTALS		
001 GENERAL FUND	63,631.76	
022 CIVIC CENTER	1,039.25	
031 LIBRARY	6,710.50	
110 ROAD USE TAX	6,815.48	
112 TRUST AND AGENCY	2,667.95	
321 WIDENING WAPSI CREEK	7,210.80	
331 CEDAR JOHNSON RD RECON	2,193.80	
332 W MAIN ST IMPROVE	7,930.00	
600 WATER FUND	12,032.25	
610 SEWER FUND	13,545.08	
740 STORM WATER UTILITY	<u>356.44</u>	
GRAND FUND TOTAL	124,133.31	

Discussion about the Special Event Permit for the Sand Volleyball Tournament that is scheduled for August 2026, by the Council, Mayor, Directors present at the meeting and the event coordinator, Abby Christoffel. Items that had been a concern in previous years, such as the late end time of the event and it being outside of the assigned hours of the park, noise control with the late time frame, underage drinking, etc. were addressed by the council, directors and event organizer. It was shared that there have been several changes to the event that has addressed some of these issues, with the main discussion around the end time. It was requested to have a time of 8:00am on Saturday to 2:00am on Sunday. The current code states that all city parks are to be lights out and "closed" by 10:00pm, with the exception being when an exception is made and voted on by the city council. The council suggested a compromise that they were comfortable with of midnight on Saturday. This was discussed and unanimously agreed upon to go to a vote. A motion of this item on the consent agenda to be amended to reflect a time of 8:00am on Saturday to 12:00am on Sunday, made by Miller, 2nd by Dean. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: None. Motion carried.

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

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

Public Hearing – Amendment #9 to the Amended and Restated Urban Renewal Plan./ Move to Action.

Mayor Laughlin called the Public Hearing to order at 7:34pm. With no questions or comments, the Public Hearing was closed by the mayor at 7:35pm.

Resolution 2026-13 Approving and Adopting Amendment No. 9 to the Amended and Restated Urban Renewal plan for the West Branch Urban Renewal Area./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-13. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: Motion carried.

Resolution 2026-14 Approving a date for a Public Hearing on Proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$719,000./ Move to Action.

Motion by Miller, second by Sexton to approve Resolution 2026-14. AYES: Miller, Sexton, Dean, Horihan, Noel. NAYS: None. Motion carried.

Resolution 2026-15 setting a Public Hearing on a proposed Certification Agreement with the Iowa State Historic Preservation Officer./ Move to Action.

One of the U of I students that are working on the Historic Preservation comprehensive plan, shared that there is an Ordinance change that would be needed to then enter into a agreement to be a part of the Iowa Historic Preservation Officer in order to allow West Branch to have further resources such as grant funds and being recognized on the Historic Preservation website.

Motion by Dean, second by Miller to approve Resolution 2026-15. AYES: Dean, Miller, Horihan, Sexton, Noel. NAYS: None. Motion carried.

Resolution 2026-16 setting a Public Hearing date for April 6, 2026 for the Max Proposed Property Tax Levy Rate for Fiscal Year 2027./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-16. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: None. Motion carried.

DISCUSSION/MOVE TO ACTION – None

CITY ADMINISTRATOR REPORT –

Upcoming Events- Evening of Honors is February 27th at 6:30pm at the High School; Sweets to Success will be at Little Lights on April 10th and the U or I presentations will be Thursday May 7th.

CITY ATTORNEY REPORT – None

CITY ENGINEER REPORT – None

STAFF REPORTS- None

COMMENTS FROM MAYOR AND COUNCIL MEMBERS –

Wednesday evening at 5:00pm will be the next meeting to look at the job description for a new Fire Chief. The mayor would like to look at having a discussion about the regular Council meetings moving from 7:00pm to 6:00pm in the future.

ADJOURNMENT

Motion to adjourn by Miller, second by Dean. Motion carried on a voice vote. City Council meeting adjourned at 7:44 p.m.

Roger Laughlin, Mayor

ATTEST:

Alycia Friis, City Clerk