(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	**City Council**	**October 19, 2026**
Council Chambers	**Regular Meeting**	**6:00 p.m.**

Mayor Laughlin called the West Branch City Council regular meeting to order at 6:00 p.m.

Roll call: Council members present; Jerry Sexton, Tom Dean Mike Horihan, Colton Miller and Chantry Noel.
City Staff present: City Clerk Alycia Friis, Finance Officer Heidi Van Auken, Engineer Dave Schechinger, City Attorney Kevin Olsen, Public Works Director Matt Goodale, Police Chief Greg Hall.
Attending by Zoom: Library Director Jessi Shaffer

APPROVE THE AGENDA

Motion to Approve the Agenda made by Miller and second by Noel. Motion carried on a voice vote.

APPROVE CONSENT AGENDA

Approve Minutes from the October 5, 2026 City Council meeting.
Approve a Block Party for
Approve Claims for October 19, 2026.

EXPENDITURES	10/19/2026	
AERO RENTAL	SLIDE PROJECTOR - LIBRARY	55.00
ALATALO, BRIAN	REIMB UPGRADED EQUIPMENT	26.99
AMAZON.COM	VARIOUS ITEMS - LIBRARY, P&R	72.45
CEDAR COUNTY COOP	FUEL - PW, CEMETERY, FIRE	4,927.29
ELITE HOLDING	BBALL JERSEYS	2,860.00
FRIIS, ALYCIA	MILEAGE REIMB IA LEAGUE	71.44
HAWKINS	CHEMICALS	3,068.71
KOFOED, ADAM	MILEAGE REIMB IACMA CONFERENCE	27.66
MOPPY MO'S	JANITORIAL SERVICES - LIBRARY	402.50
NOEL, CHANTRY	MILEAGE REIMB IA LEAGUE	150.80
OVERDRIVE	DIGITAL & AUDIO BOOKS	402.43
PALMER, SIMON	REIMB UNIFORM ALLOWANCE	284.99
SAVONA, GARY	MEDICAL LICENSE RENEWAL	29.00
TOTAL		12,379.26
	9/25/2026	81,301.64
	10/9/2026	71,784.94
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS		153,086.58

PAID BETWEEN MEETINGS		
AMAZON.COM	BOOKS & DVD'S - LIBRARY	211.21
BERGANKDV	AUDIT FY26 1ST PAYMENT	19,000.00
HAWKINS	CHEMICALS	3,153.93
HD SUPPLY	TRASH BAGS - P&R	136.16
JETCO ELECTRIC	PLC REPAIR ON WATER PLANT - PW	1,513.50
LYNCH'S EXCAVATING	CUBBY PARK SEWER REPAIR - P&R	3,014.00
NORTHWAY WELL AND PUMP	WELL #2 REPAIR	116,920.89
US BANK	CREDIT CARD PURCHASES	4,839.87
WEST BRANCH TIMES	LEGAL PUBLICATIONS	524.89
SISCO	HEALTH CLAIMS 9-21-2026	90.98
AMAZON.COM	BOOKS - LIBRARY	68.59
AUTO TOYZ	GRAPHICS FOR NEW CAR - PD	650.00
BOOMERANG	CEDAR JOHNSON RD PAY EST 12	16,534.62
BROWN'S WEST BRANCH	KEY FOBS FOR NEW CAR - PD	437.60
FUSIONSITE MIDWEST	WAPSI BATHROOM - P&R	132.25
HD SUPPLY	TRASH BAGS/SOAP & DISPENSERS - P&R	99.08
STERICYCLE	SHREDDING SERVICES	112.53
VERIZON WIRELESS	VERIZON WIRELESS	463.29
METLIFE	INSURANCE PREMIUM	3,044.98
SISCO	INSURANCE PREMIUM	22,141.96
UMB BANK	GO BOND FEES	600.00
SISCO	HEALTH CLAIMS 10-5-2026	85.52
SISCO	HEALTH CLAIMS 10-5-2026	274.50
IOWA ALCOHOL BEV. DIVISION	FIRE DEPT HHTD ALCOHOL LICENSE	24.38
AMAZON.COM	MULTIPLE VARIOUS ITEMS - LIBRARY, P&R	1,217.62
ARNOLD MOTOR SUPPLY	FLOOR DRY - FIRE	146.80
AT & T MOBILITY	WIRELESS SERVICE	242.13
EASTERN IOWA TREE CLEANUP	TREE REMOVAL	8,000.00
EASTERN IOWA YOUTH BBALL	5/6 GRADE BB REGISTRATION	1,020.00
ELITE HOLDING	AWARDS - P&R	101.00
GOERDT INSPECTION	BLDG INSPECTIONS	756.00
HEIMAN FIRE EQUIP	GLOVES - FIRE	98.78
HI-LINE	SHOP SUPPLIES - PW	186.32
IMWCA	IMWCA FY27 INSTALLMENT 4	3,890.00
IOWA DNR	2027 ANNUAL WATER USE FEE	120.00
IOWA ONE CALL	UTILITY LOCATION SERVICE	52.20
JOHN DEERE FINANCIAL	SAFETY SUPPLIES/CLOTHING - PW	839.22
KANOPY	ON DEMAND VIDEO SERVICE	32.00
LEAF CAPITAL FUNDING	COPIER LEASE - LIBRARY	209.17
LEXISNEXIS RISK SOLUTIONS	UB INFO SEARCH SERVICE	200.00
LIBERTY COMMUNICATIONS	LIBERTY COMMUNICATIONS	1,590.45
LYNCH'S PLUMBING	MENS TOILET ISSUES - LIBRARY	125.00
MOPPY MO'S	CLEANING SERVICES-CITY TH, P&R	525.00
OASIS ELECTRIC	REPLACE WIRES AT WELL 4	369.64
OLSON, KEVIN D	LEGAL SERVICES SEPTEMBER 2026	1,500.00
OVERDRIVE	DIGITAL & AUDIO BOOKS	108.51
PROTECT YOUTH SPORTS	BACKGROUND CHECKS - P&R	72.50
SMITH SANITATION SERVICES	TRASH & RECYCLING SEPT 2026	23,569.00
STATE INDUSTRIAL PRODUCTS	CHEMICALS	855.02
STOREY KENWORTHY	RECEIPT BOOKS	306.00
TRUGREEN	PARKS LAWN CARE - P&R	2,381.00
TYLER TECHNOLOGIES	JOURNAL ENTRY TRAINING - CLERK	320.00

UNIVERSITY OF IOWA HEALTH	DRUG TEST - POLICE	68.00
USA BLUE BOOK	WATER PLANT SUPPLIES	3,405.76
VEENSTRA & KIMM	VARIOUS PROJECTS	8,152.26
WEX BANK	VEHICLE FUEL	4,178.29
ALLIANT ENERGY	ALLIANT ENERGY	19,331.47
BARNHART'S CUSTOM SERVICES	STOCK PILE	260.00
CORRIDOR ENERGY	STREET LIGHTS	350.31
CULLIGAN	WATER SOFTENER SERVICE	76.48
MARTIN AGENCY INSURANCE	FIRE DEPT INSURANCE RENEWAL	26,008.00
MISCELLANEOUS VENDOR	UB REFUND	28.12
MOPPY MO'S	JANITORIAL SERVICES - FIRE	17.50
MOTOROLA SOLUTIONS	POLICE USB DOCK VHCL CHARGER	249.00
RIVER PRODUCTS COMPANY	ROCK FOR STOCK PILE	433.52
SPECTRUM PAINT	LINE LAZER/ PAINTER PARTS - PW	210.87
TRIPLE B CONSTRUCTION	W. MAIN ST PAY EST 3	61,977.29
WEST BRANCH REPAIRS	CHEVY HEADLIGHT - PD	51.21
MISCELLANEOUS VENDOR	UB REFUND	239.24
TOTAL		367,945.41
GRAND TOTAL EXPENDITURES		533,411.25

FUND TOTALS	
001 GENERAL FUND	151,642.93
022 CIVIC CENTER	689.94
031 LIBRARY	13,500.21
036 TORT LIABILITY	26,008.00
110 ROAD USE TAX	14,265.53
112 TRUST AND AGENCY	55,705.80
226 DEBT SERVICE	600.00
321 WIDENING WAPSI CREEK	148.50
331 CEDAR JOHNSON RD RECONS	16,782.12
332 W MAIN ST IMPROVE	69,733.55
600 WATER FUND	156,300.66
610 SEWER FUND	26,673.99
740 STORM WATER UTILITY	1,360.02
GRAND TOTAL	533,411.25

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

PRESENTATIONS / COMMUNICATIONS / OPEN FORUM

Dustin Opatz with Creative Planning shared the overview of this year's annual audit with the council.

PUBLIC HEARING / NON-CONSENT AGENDA

Resolution 2026-105 Approving Pay Estimate Number 13 (Final) in the amount of $65,789.29 to Boomerang Corp for the 2025 Cedar-Johnson Road Reconstruction Project./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-105. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: None. Motion carried.

Resolution 2026-106 Approving Completion of the W Main Street Overlay Project./ Move to Action.

Motion by Dean, second by Miller to approve Resolution 2026-106. AYES: Dean, Miller, Sexton, Horihan, Noel. NAYS: None. Motion carried

Resolution 2026-107 Approving the release of Easement and Payment for use of the Gaskill property during the Wapsi Creek Widening Project./ Move to Action.

Motion to amend the agreement from $10,000.00 total payout to $10,500.00 and approve Resolution 2026-107 made by Miller, second by Sexton. AYES: Miller, Sexton, Horihan, Noel. NAYS: Dean. Motion carried

Resolution 2026-108 Setting Public Hearing dates for Ordinance 836 changes to Chapter 165 Zoning Regulations./ Move to Action.

Motion by Miller, second by Horihan to approve Resolution 2026-108. AYES: Miller, Horihan, Noel, Dean, Sexton. NAYS: None. Motion carried

Resolution 2026-109 Approving a Wage Increase for Matt Goodale./ Move to Action.

Motion by Miller, second by Horihan to approve Resolution 2026-109. AYES: Miller, Horihan, Sexton, Noel, Dean. NAYS: None. Motion carried

Resolution 2026-110 Accepting Meadows Part 3, Lot 2, Parcel G of Outlot A./ Move to Action.

Motion by Miller, second by Dean to approve Resolution 2026-110. AYES: Miller, Dean, Noel, Horihan, Sexton. NAYS: None. Motion carried

First Reading, Ordinance 843 Amending Chapter 69 – Traffic and Vehicles./ Move to Action.

Motion by Miller, second by Noel to approve the First Reading of Ordinance 843. AYES: Miller, Noel, Horihan, Sexton, Dean. NAYS: None. Motion carried

DISCUSSION ITEMS

Discussion/Possible Action – Parcel at 411 E Main Street

Administrator Kofoed looked at the property and all items that were on the original infraction have been addressed. Now that we have permission to access the property, there are other items that will need to be addressed and new letters will be sent to address these.

Discussion/Possible Action – Bobby Sexton property drainage upgrade.

Engineering found that the 1st option wouldn't pass drainage law. This could end up being a liability for the city. If water pools creating icy situations on the road or dangerous conditions in the area, the city could become

liable. More discussion was had between Bobby and the Council and Mayor about the situation and possible options. With no resolution at this time, it was stated that Bobby could utilize an engineer to draw up an appropriate engineered solution to the issue.

CITY ADMINISTRATOR REPORT - None

CITY ATTORNEY REPORT - None

CITY ENGINEER REPORT

No projects currently. Still working on IUP report and collecting the final data to complete.

STAFF REPORTS

Clerk Friis reminded everyone that City Hall would be closed October 21st – 23rd due to staff training.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Fall Fest appeared to be a success last weekend. Noel and Friis shared their experiences and the high number of visitors to the various events happening during Fall Fest.

Motion to go into Closed Session made by Miller, second by Dean. AYES: Miller, Dean, Horihan, Noel, Sexton. NAYS: None. Motion Carried.

Closed Session – Iowa Code 21.5 Personnel Matters

Closed session opened at 6:42pm

Closed Session closed at 7:22pm.

ADJOURNMENT

Motion to adjourn by Miller second by Dean. Motion carried on a voice vote. City Council meeting adjourned at 7:23 p.m.

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Roger Laughlin, Mayor

ATTEST:

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Alycia Friis, City Clerk