

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Meeting

**October 4, 2010
7:00 p.m.**

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following city staff: City Administrator/Clerk Matt Muckler, City Attorney Bruce Goddard, Deputy City Clerk Dawn Brandt, Public Works Laborer/Utilities Specialist Tim Moss, Parks and Rec Director Melissa Russell, Crime Data Processor Gina Heick, Fire Chief Administrator Dick Stoolman, Police Officer Tom Stewart and Library Director Nick Shimmin.

Council members: Mark Worrell, David Johnson, and Jim Oaks. Robert Sexton in at 7:11 pm, Absent: Dan O'Neil.

APPROVE AGENDA/CONSENT AGENDA

Motion by Johnson and second by Worrell to approve the agenda/consent agenda including the following items:

- a. Approve minutes from the September 20, 2010 City Council Meeting.
- b. Approve the closing of Gilbert Drive from 401 Gilbert Drive to dead end of Gilbert Drive on Saturday, October 9, 2010 for a community block party from 6pm-midnight.
- c. Approve the transfer of \$800 from the Hometown Days Fund to the Police Donation Fund for donation to the Police Reserves for working the 2010 event.

Roll call vote – Ayes: Johnson, Worrell, Oaks. Motion carried. Absent: Sexton, O'Neil.

COMMUNICATIONS/OPEN FORUM

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY COUNCIL

Approve Resolution 905, approving the Street Finance Report for FY10/Move to action.

Motion by Worrell, second by Johnson to approve the Street Finance Report for FY10. Roll call vote – AYES: Worrell, Johnson, Oaks. Motion carried. ABSENT: Sexton, O'Neil.

Approve thirty-six month Pitney Bowes Global Financial Services Lease Agreement for the Pitney Bowes DM400TM Mailing System for \$148.01 per month./Move to action.

Motion by Johnson, second by Worrell to approve thirty-six month Pitney Bowes Global Financial Services Lease Agreement for the Pitney Bowes DM400TM Mailing System for \$148.01 per month. Roll call vote – AYES: Johnson, Worrell, Oaks. Motion carried. ABSENT: Sexton, O'Neil.

Approve the planning of Hoover's Hometown Days event for August 5-6, 2011/Move to action

City staff will work with the Library Association, the Presidential Library and the National Park Service to plan a joint event. This event will replace Hometown Days and Hooverfest and be called Hoover's Home Town Days. City Administrator Matt Muckler said that the Hoover Association would continue to plan events on the park grounds and be the central organizer, and the Fire Department would plan for entertainment and food at the Fire Station. Parks and Recreation would organize activities at the Village Green and the parade, and the Police Department would be responsible for safety at the 5K race and bike race. Matt will be meeting with Becky Algood to discuss having a carnival.

David Johnson said that getting rid of the fireworks would be a huge mistake, they are a big draw and that combining the two events could be a way to continue them.

Motion by Johnson, second by Worrell to approve the planning of Hoover's Hometown Days event for August 5-6, 2011. Roll call vote – AYES: Johnson, Worrell, Oaks. Motion carried. ABSENT: Sexton, O'Neil.

Approve Resolution 907, Amending the City Personnel Handbook/Move to action.

City Administrator Matt Muckler explained that resolution 907 would remove the language in the handbook allowing for compensatory time. In lieu of comp time the resolution would allow overtime for all employees for time worked over forty hours in a week. This would help simplify payroll.

Council member David Johnson's primary concern is that there would be a loss of flexibility if comp time is completely removed from the personnel handbook. Payouts for comp time could be paid quarterly or monthly, eliminating large payouts at the end of the year. His recommendation is to give the employees the option to keep comp time and get feedback from all employees about how they feel about it.

Council member Mark Worrell would like to try just paying out overtime and not having comp time and see how it goes. He would like to pay employees for what they are working. Comp time is tough to pay and can get out of hand.

Council member Jim Oaks said that he worked for the City for 30 years and he never got an hour of comp time, he was paid overtime or took time off when he had extra hours.

Motion by Worrell, second by Oaks to amend the City Personnel Handbook. Roll call vote – AYES: Worrell, Oaks, Sexton. NAYS: Johnson. Motion carried. ABSENT: O'Neil.

Approve Resolution 908, Setting the Salary for Water/Wastewater Operator Matthew Goodale/Move to action.

City Administrator Matt Muckler said that all of the interviews for the position went well and that Matthew was the best candidate and will be a great addition to the Public Works Department. He will attain the certifications needed for the position.

Motion by Oaks and second by Johnson to approve setting the salary for Water/Wastewater Operator Matthew Goodale.

Johnson amended his motion with a second by Oaks to approve resolution 908, the hiring of Matthew Goodale to begin employment as the Water/Wastewater Operator on October 25, 2010 with the following salary of \$17.00 an hour. Roll call vote – AYES: Johnson, Oaks, Worrell, Sexton. Motion carried. ABSENT: O’Neil.

Approve Resolution 909, Setting the Salary for Lead Water Operator Timothy Moss/Move to action.

City Administrator Matt Muckler said that Tim is currently making \$17.15 an hour and he would get an increase to \$18.39 effective on the 10-16-10 payroll.

Motion by Johnson and second by Worrell to approve resolution 909, salary increase for Lead Water Operator Timothy Moss.

Johnson amended his motion with a second by Worrell to approve resolution 909, salary increase for Lead Water Operator Timothy Moss making it retroactive to July 16, 2010. Roll call vote – AYES: Johnson, Worrell, Sexton, Oaks. Motion carried. ABSENT: O’Neil.

Approve Resolution 910, Designating October as Family History Month.

Motion by Johnson and second by Sexton to approve resolution 910, designating October as Family History Month. Roll call vote – AYES: Johnson, Sexton, Worrell, Oaks. Motion carried. ABSENT: O’Neil.

CITY ADMINISTRATOR

MAYOR DON KESSLER

Appointments/Reappointments

None

REPORTS

Council member Mark Worrell said that he likes the Weekly Council update that he receives each week from City Administrator Matt Muckler.

Crime Data Processor, Gina Heick gave a report on calls for service and mileage. The Police Department will be putting on a self defense class for women in the future.

The Police Department will also be hosting a golf tournament on October 9, 2010 as a fundraiser to purchase a four wheeler for the department.

Parks & Recreation Director Melissa Russell announced the next meeting for the Community and Wellness Facility Committee. It will be Sunday, October 10 at 7:00 p.m. at Cookson Community Center.

ADJOURNMENT

Motion by Sexton to adjourn. City Council meeting adjourned at 8:08 p.m.

MAYOR DON KESSLER

ATTEST: _____
CITY CLERK MATT MUCKLER