

(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

**December 1, 2014
7:00 p.m.**

Mayor Worrell opened the West Branch City Council meeting at 7:00 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin, Parks & Recreation Director Melissa Russell, and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Mary Beth Stevenson, Brian Pierce, and Tim Shields.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the November 17, 2014 City Council Meeting.
- b. Approve minutes from the November 17, 2014 City Council Work Session.
- c. Approve claims.

Motion by Shields, second by Pierce to approve agenda/consent agenda. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. Motion carried.

Date 12-1-14	City Of West Branch Claims Report	
Blue Cross Blue Shield	Health Insurance	10,553.01
Dearborn National Insurance	Life Insurance	60.10
EFTPS	Federal Withholdings	6,762.01
Iowa Department Of Revenue	Payroll Expense - November	872.38
IPERS	IPERS	8,505.68
Payroll Expense	Payroll Expense 11-21-14	28,474.02
Treasurer State Of Iowa	State Withholding Tax	2,458.00
United States Treasury	Payroll Expense - November	1,159.72
	Grand Total	58,844.92

Fund Totals		
001 General Fund		24,573.35
031 Library		6,260.32
112 Trust And Agency		11,220.46
600 Water Fund		8,804.21
610 Sewer Fund		7,986.58
Grand Total		58,844.92

COMMUNICATIONS/OPEN FORUM – NONE

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell – Recognition of Liberty Communications.

Mayor Worrell recognized and thanked Liberty Communications for their presence in the community and many years of service to the City of West Branch.

Denny Sharp, President, FEH Associates Inc. – Community Center Update

Denny Sharp presented a review of the community center building plan that was designed with community input during meetings in July and September. City Administrator Matt Muckler said that site development and ensuring site feasibility for the community center building should be the first steps. Council members Stevenson and Shields both agreed to move forward with project. The Council and Mayor would like to put the park referendum back out to the voters within a year.

Accept resignation of Molly Menard from the Planning & Zoning Commission./Move to action.

Motion by Stevenson, second by Ellyson to approve resignation. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. Motion carried.

Accept resignation of Helen Dauber from the Planning & Zoning Commission./Move to action.

Motion by Miller, second by Pierce to approve resignation. AYES: Miller, Pierce, Shields, Ellyson, Stevenson. Motion carried.

Accept resignation of Matt Jackson as part-time officer for the West Branch Police Department./Move to action.

Motion by Shields, second by Ellyson to approve resignation. AYES: Shields, Ellyson, Miller, Stevenson, Pierce. Motion carried.

Second Reading of Ordinance 728, amending Title "Compensation", Chapter 15 "Mayor."/Move to action.

Miller suggested building in a standard percentage increase per year where elected officials would receive no higher percentage increase than city staff. Stevenson said that she agreed with this approach. Attorney Olson said he will bring some options for review to the next Council meeting.

Motion by Shields, second by Ellyson to approve second reading of Ordinance 728. AYES: Shields, Ellyson, Miller, Stevenson, Pierce. Motion carried.

Second Reading of Ordinance 729, amending Title "Compensation", Chapter 17 "Council."/Move to action.

Motion by Stevenson, second by Shields to approve second reading of Ordinance 729. AYES: Stevenson, Shields, Ellyson, Miller, Pierce. Motion carried.

Resolution 1248, approving a stormwater best management practices reimbursement program./Move to action.

Motion by Stevenson, second by Pierce to approve Resolution 1248. AYES: Stevenson, Pierce, Shields, Ellyson, NAYS: Miller. Motion carried.

Resolution 1249, approving a 36-month lease agreement with Koch Brothers on a Lanier MPC4503 copier for \$241.80 per month plus a monthly service charge based on number of copies./Move to action.

Muckler explained that our current copier lease expires at the end of December. Staff received pricing quotes from three companies with Koch Brothers offering the best agreement.

Motion by Stevenson, second by Pierce to approve Resolution 1249. AYES: Stevenson, Pierce, Shields, Ellyson, Miller. Motion carried.

Resolution 1250, directing the Mayor to send a zoning confirmation letter to VBJ LLC./Move to action.

Dr. Tony Vanden Bush explained his interest in establishing a light manufacturing business that would involve mixing, bottling and packaging infused alcoholic beverages. He will be locating the business in the car wash building on the BP Amoco property at 401B Parkside Drive. City Engineer Dave Schechinger said that the business meets the current zoning requirements.

Motion by Shields, second by Pierce to approve Resolution 1250. AYES: Shields, Pierce, Ellyson, Miller, Stevenson. Motion carried.

Resolution 1251, endorsing the Pedersen Park Trail Project grant submittal and agreeing to maintain the completed project for its intended public use for twenty years./Move to action

Muckler said this project would connect the Herbert Hoover National Historic site trail with the new proposed park space in Pedersen Valley. Staff met the Transportation Alternative Program pre-application deadline and will submit the grant application by the December 15th due date.

Motion by Shields, second by Stevenson to approve Resolution 1251. AYES: Pierce, Miller, Stevenson, Shields, Ellyson. Motion carried.

CITY STAFF REPORTS

City Administrator Matt Muckler – Proposed FY16 budget calendar.

Muckler presented a proposed FY16 budget timeline that follows the League of Cities model budget calendar. He suggested adding one additional budget work session on January 5th following the regular Council meeting.

City Administrator Matt Muckler – December 15, 2014 City Council work session.

Muckler said that a joint work session with the West Branch School Board has been scheduled for 6:00 pm on December 15th before the next Council meeting. Facilities and capital improvement planning for both the City and the school will be discussed.

City Engineer Dave Schechinger – Additional soil testing options for Dave’s Welding & Repair. Schechinger sent the current analysis to the DNR. Seneca provided a \$5,100 quote to do additional testing in a larger area for petroleum products and other contaminants.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Worrell reminded everyone about Christmas Past this weekend. Muckler invited all to attend the tree lighting at Village Green at 6:00 pm. Russell said that Park & Rec, West Branch Public Library and the Friends of the Library will be providing crafts, snacks and cider Friday at 6:00 pm at Town Hall.

ADJOURNMENT

Motion to adjourn meeting by Shields, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 8:55 p.m.

Mark Worrell, Mayor

ATTEST: _____
Dawn Brandt, Deputy City Clerk