

# City of West Branch

~A Heritage for Success~

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110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358  
(319) 643-5888 • Fax (319) 643-2305 • www.westbranchiowa.org • city@westbranchiowa.org

**CITY COUNCIL MEETING AGENDA**  
**Monday, June 29, 2015 • 7:00 p.m.**  
**City Council Chambers, 110 North Poplar Street**  
*Action may be taken on any agenda item.*

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Mike Quinlan – Moment of Silence in Memory of Mayor Mark Worrell
6. Approve Agenda/Consent Agenda/Move to action.
  - a. Approve minutes from the June 1, 2015 City Council Meeting.
  - b. Approve claims.
  - c. Approve Class E Liquor license with privileges: Class B Carryout Wine permit, Class C Carryout Beer permit, and Sunday Sales permit for Kum & Go, LC, DBA: Kum & Go #254.
  - d. Approve transfer of \$275.13 from general fund to capital projects fund for engineering services associated with the Parkside Drive Road Improvements Project.
  - e. Approve transfer of \$58,303.70 from TIF fund to general fund for administrative and legal costs for internal advance per Resolution 1195.
  - f. Approve transfer of \$230.71 from emergency fund to general fund.
  - g. Resolution 1326, approving an agreement with Danika Holmes in the amount of \$1,000.00 for the Hoover's Hometown Days Celebration on August 8, 2015./Move to action.
  - h. Resolution 1327, approving an agreement with Mike Johnston in the amount of \$350.00 for the Hoover's Hometown Days Celebration on August 8, 2015./Move to action.
  - i. Resolution 1331, approving an agreement with the Johnny Kilowatt Band in the amount of \$700.00 for the Hoover's Hometown Days Celebration on August 8, 2015./Move to action.
  - j. Resolution 1332, approving an agreement with Port O Jonny, Inc. for port-a-potties in the amount of \$868.00 for the Hoover's Hometown Days Celebration on August 7-8, 2015./Move to action.
7. Communications/Open Forum
8. Public Hearing/Non-Consent Agenda
  - a. Mayor Pro Tem Colton Miller - Appointments/Reappointments/Move to action.
    - i. Michelle Carter - Library Board of Trustees, June 30, 2018.
    - ii. Cary Weisner - Library Board of Trustees, June 30, 2018.
    - iii. Andy Hosier – Assistant Fire Chief, West Branch Fire Department.

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**Mayor:** Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson  
**City Administrator/Clerk:** Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin  
**Parks & Rec Director:** Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

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- b. First Reading of Ordinance 731, amending the Code of Ordinances of the City of West Branch by transferring the responsibilities of the Zoning Board of Adjustment into a New Chapter of Said Code of Ordinances./Move to action.
- c. Second Reading of Ordinance 732, amending the *Standards for Signage Design and Display* found in the Appendix to the Code of Ordinances of the City of West Branch, Iowa./Move to action.
- d. First Reading of Ordinance 733, adopting the existing City Code of the City of West Branch, Iowa as the Code of Ordinances of the City of West Branch, Iowa, 2015./Move to action.
- e. Approve Class C Liquor License with Outdoor Service Permit for Mexico Lindo, Inc., DBA: Mexico Lindo Grill and Cantina, subject to passage of a fire inspection approved by the building inspector./Move to action.
- f. Approve Class C Liquor License with Living Quarters, Outdoor Service and Sundays Sales Permit for Pamella Miller, DBA: Greenview Cocktail Club./Move to action.
- g. Resolution 1309, approving the City of West Branch Financial Management Policies./Move to action.
- h. Resolution 1335, setting salaries for appointed officers and employees of the City of West Branch, Iowa for the fiscal year 2015-2016./Move to action.
- i. Resolution 1338, approving easements for Alliant Energy projects./Move to action.
- j. Resolution 1346, approving Change Order Number One, increasing the contract amount by \$2,302.50 to L.L. Pelling Company, Inc. for the Parkside Drive Road Improvements Project./Move to action.
- k. Resolution 1347, setting the date for sale of General Obligation Corporate Purpose Bonds, Series 2015 and authorizing the use of a preliminary official statement in connection therewith./Move to action.
- l. Resolution 1348, approving an engineering services agreement with HBK Engineering, LLC for a stormwater best management practices feasibility study in an amount not to exceed \$9,605./Move to action.
- m. Resolution 1349, approving annual insurance renewals with the Iowa Communities Assurance Pool (ICAP) and the Iowa Municipalities Workers Compensation Association (IMWCA) for Fiscal Year 2016./Move to action.
- n. Resolution 1350, approving the purchase of a 2015 Dodge Durango Police Department Vehicle./Move to action.

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- o. Resolution 1351, approving two partnership agreements between the City of West Branch and the Herbert Hoover National Historic Site./Move to action.
  - p. Resolution 1352, accepting public improvements constructed in Cookson Subdivision, West Branch, Iowa./Move to action.
  - q. Resolution 1353, approving an engineering agreement with French-Reneker-Associates, Inc. for the West Branch Village Trail Project in the amount of \$17,000./Move to action.
  - r. Resolution 1354, approving an engineering services agreement between Calhoun-Burns and Associates, Inc. and the City of West Branch, Iowa for 2015 bridge inspection and load rating./Move to action.
9. City Staff Reports
- a. Park & Recreation Director Melissa Russell – Hoover’s Hometown Days
  - b. Deputy City Clerk Dawn Brandt – Iowa League of Cities Annual Conference & Exhibit in Cedar Rapids, September 23-25.
  - c. City Administrator Matt Muckler – FY 2015-2016 Annual Budget
  - d. Police Chief Mike Horihan – Police Officer Recruitment Update
  - e. City Attorney Kevin Olson – Appointment and/or Election Process for Filling Mayoral Vacancy
10. Comments from Mayor and Council Members
11. Motion to adjourn to executive session to evaluate the professional competency of an individual whose performance is being considered as part of an annual review process and that individual requests a closed session pursuant to Section 21.5(i) of the Code of Iowa.
12. Resolution 1355, setting the salary for an appointed officer of the City of West Branch, Iowa for the fiscal year 2015-2016./Move to action.
13. Adjournment