

(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 21, 2015
5:30 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 5:30 p.m. Mayor Laughlin then invited the Council, staff and members of the audience to stand and led the group in the Pledge of Allegiance. Roll call: Mayor Roger Laughlin was present. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson were present. Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Leslie Brick, Police Chief Mike Horihan, Library Director Nick Shimmin and Parks & Recreation Director Melissa Russell.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the December 7, 2015 City Council Meeting.

Approve claims.

Approve West Branch Fire & Rescue Officer Elections.

Approve Fire Department annual payroll in the amount of \$29,655.00.

Approve Class C Liquor License (LC) (Commercial) with Sunday sales for Herb & Lou's.

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

12/21/2015

ALLIANT ENERGY	SERVICES	9,165.79
AMAZON	SUPPLIES	792.07
AMERICAN WATER WORKS ASSOC	MEMBERSHIP DUES	90.00
BAKER & TAYLOR INC.	BOOKS	538.13
BROWN'S WEST BRANCH	SUPPLIES	85.00
CEDAR COUNTY COOPERATIVE	DIESEL	1,711.87
CEDAR COUNTY EMS ASSOCIATI	ANNUAL DUES	100.00
CHIEF SUPPLY CORPORATION	UNIFORMS	14.50
CAPITAL ONE COMMERCIAL	CHARGES	200.53
CROELL REDI-MIX INC	SUPPLIES	277.83
DEARBORN NATIONAL INSURANC	LIFE INSURANCE	53.80
DEWEYS JACK & JILL	SUPPLIES	78.25
FELD FIRE EQUIPMENT CO. IN	GEAR	6,550.00
FUTURE LINE TRUCK EQUIPMEN	PLOW BOX & BLADE	6,771.61
GOERDT, TERENCE J	INSPECTION SERVICES	315.00
HARRY'S CUSTOM TROPHIES LT	SUPPLIES	233.75
HDS WHITE CAP CONSTRUCTION	SUPPLIES	496.95
HEIMAN FIRE EQUIPMENT	HELMET	1,433.43
IHEARTMEDIA	ADVERTISING	80.00
IOWA ONE CALL	NOTIFICATIONS	46.80
IOWA PRISON INDUSTRIES	SIGNS	29.98
JOHNSON COUNTY REFUSE INC.	SERVICES	14,886.50
LENOCH & CILEK	SUPPLIES	92.34
LINN COUNTY R.E.C.	SERVICE	138.00
LYNCH'S PLUMBING INC	SERVICES	207.50
MENARDS	SUPPLIES	280.94
MIDWEST JANITORIAL SERVICE	SERVICES	701.26
MIDWEST TAPE LLC	DVD	12.99
MOORE'S WELDING INC	SERVICES	195.00
MOSS, TIM	FLAG FOOTBALL REFUND	15.00
MUNICIPAL SUPPLY INC.	METER AND PARTS	1,568.00
OLSON, KEVIN D	LEGAL SERVICES	1,500.00
ORIENTAL TRADING CO. INC.	SUPPLIES	256.89
PARKSIDE SERVICE	PARTS	1,560.82
PEDEN, SHANELLE M	SERVICES	75.00
PITNEY BOWES PURCHASE POWE	POSTAGE	503.50
PLUNKETT'S PEST CONTROL IN	SERVICES	47.59
QC ANALYTICAL SERVICES LLC	TESTING	584.00
QUALITY ENGRAVED SIGNS	SUPPLIES	31.30
RACOM CORPORATION	NEW SQUAD EQUIPMENT	9,452.77

RICKERTSEN, LISA	SERVICES	2,050.00
SCHIMBERG CO	PARTS	10,201.03
STATE HYGIENIC LAB	TESTINGS	100.00
STEVENS EROSION CONTROL IN	SERVICES	820.00
SUPPLYWORKS	SUPPLIES	149.65
TRUGREEN PROCESSING CENTER	SERVICES	145.00
UNIFORM DEN INC.	UNIFORMS	373.87
US BANK CORPORATE CARD	CC CHARGES	542.83
US BANK EQUIPMENT FINANCE	COPIER LEASE	241.80
WALMART COMMUNITY/GEMB	SUPPLIES	305.59
WATER SOLUTIONS UNLIMITED	CHEMICALS	2,511.00
WELLMARK	HEALTH INSURANCE	10,506.50
WEST BRANCH TIMES	SUBSCRIPTION - CITY HALL	1,237.02
TOTAL		90,358.98

PAYROLL	12/18/2015 REGULAR PLUS COUNCIL	37,075.65
PAYROLL	12/18/2015 FIRE DEPARTMENT	31,990.62
TOTAL		69,066.27

PAID BETWEEN MEETINGS		
US BANK CORPORATE CARD	CREDIT CARD CHARGES	2,040.54
TREASURER, STATE OF IOWA	MONTHLY SALES TAX	2,821.00
TOTAL		4,861.54

GRAND TOTAL EXPENDITURES **164,286.79**

FUND TOTALS

001 GENERAL FUND	97,468.59
022 CIVIC CENTER	533.16
031 LIBRARY	8,406.76
110 ROAD USE TAX	10,488.18
112 TRUST AND AGENCY	10,120.18
600 WATER FUND	27,971.47
610 SEWER FUND	9,012.08
740 STORM WATER	286.37
TOTAL	164,286.79

AUGUST REVENUE FUND TOTALS

001 GENERAL FUND	23,932.70
022 CIVIC CENTER	85.00
031 LIBRARY	340.27
110 ROAD USE TAX	32,163.19
121 LOCAL OPTION SALES TAX	14,610.53
125 TIF	14.88
226 DEBT SERVICE	50.93
302 PARKSIDE DR IMPR PROJECT	1,250.00
305 W MAIN ST STORMWATER IMP PROJ	69,688.00
306 4TH ST IMPROV PROJECT	521,808.00
307 MAIN ST INTERSECTION IMP PROJECT	258,354.00
500 CEMETERY PERPETUAL FUND	720.08
502 KROUTH INTEREST FUND	0.03
600 WATER FUND	38,333.77
610 SEWER FUND	26,549.49
740 STORM WATER UTILITY	3,615.56
TOTAL	991,516.43

COMMUNICATIONS/OPEN FORUM

None

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Roger Laughlin- Oath of Office, Police Officer Wesley Homeister.

Mayor Laughlin administered the oath of office to new West Branch Police Officer Wesley Homeister.

Homeister will begin training at the Iowa Law Enforcement Academy on January 4, 2016.

Resolution 1411, accepting Outlot A of Lot 1 of Pedersen Valley Part Two as city property./Move to action.

The current owner of the property, Oak Helm Properties, proposed to give this land to the City along with a \$500.00 one-time payment for maintenance. Miller cast a 'no' vote and stated that he did not feel the City should set a precedent of taking on ownership of junk land. Pierce and Ellyson agreed with Miller that the City should not set a precedent in taking ownership of outlots, but also stated that they saw benefit to the community in this particular piece of land. Muckler stated that the City would be responsible for the maintenance of this outlot if the Council accepted it. He also stated that he would contact Crestview to see if Crestview had any suggestions on how this piece of property might be utilized in the future.

Motion by Stevenson, second by Ellyson to approve Resolution 1411. AYES: Stevenson, Ellyson, Pierce, Shields. NAYS: Miller. Motion carried.

Resolution 1412, approving Contract Amendment #1 to a professional services agreement with HBK Engineering, LLC for park design./Move to action.

Motion by Shields, second by Pierce to approve Resolution 1412. AYES: Shields, Pierce, Stevenson, Miller, Ellyson. Motion carried.

Motion to adjourn to closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where the disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation pursuant to Section 21.5 (c) of the Code of Iowa.

Motion by Shields, second by Stevenson to adjourn to closed session. AYES: Shields, Stevenson, Pierce, Ellyson, Miller. Motion carried. Council adjourned to closed session at 5:44 p.m.

Motion by Shields, second by Pierce to adjourn from the closed session. AYES: Shields, Pierce, Stevenson, Ellyson, Miller. Motion carried. Council adjourned to closed session at 6:49 p.m.

CITY STAFF REPORTS

City Administrator Matt Muckler- Janitorial Services

Muckler advised the Council that additional services are needed at Town Hall to accommodate some of the weekly activities and that a quote had been obtained. In addition, the current services agreements will be reviewed to ensure that all of the Cities cleaning needs are being met for each of the facilities.

City Engineer Dave Schechinger – FY2016 CIP Projects

Schechinger reported on three projects that will be occurring in 2016. The first project involves improvements to two Main Street intersections, one at Main and Oliphant and the other at Main and Foster. These intersections will become ADA compliant as a result of this project. The second project involves two Main Street crossings, one at Scott Drive and one at Pedersen Street. Work on the intersection improvements and crossings will not begin until early June and are scheduled to be completed before Hoover's Hometown Days. Schechinger stated that 4th Street improvements would begin in April and are scheduled to be completed by November. The College Street Bridge is being designed. The Main Street Water Main Project would increase the size (from 4" to 8") of the water main on East Main Street from 5th Street to the city limits.

City Engineer Dave Schechinger – Plans for Heritage Square Improvements

Schechinger described plans for Heritage Square and noted that the improvements would cost approximately \$75,000.00. Some of the improvements included new signage on Main Street, removing the stamped blacktop and replacing with pavers. Councilpersons Shields and Miller requested a breakdown of the costs for further review.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Pro Tem Colton Miller – West Branch Village Trail Project

Miller gave an update on the West Branch Village Trail project. Renderings of the bridge were shown indicating a similar structure. The bridge will be approximately 175 foot in length, 16 foot tall and 10 foot wide. The project is currently awaiting DNR approval and once the approvals are obtained, the bridge will be constructed. The project is a grant project being funded through the REAP Grant Program.

Mayor Roger Laughlin – Stream Team 2

Laughlin commented that the Stream Team had been reassembled and met on December 17, 2016. During the meeting discussion, it was determined that USGS modeling was now necessary to accommodate flood mitigation, stabilization and the restoration of the Hoover Creek at the Herbert Hoover National Historic Site. Laughlin reported that the National Park Service may be able to provide some or all of the funding necessary for the modeling. Information on the availability of funds from the National Park Service may be determined in January 2016.

ADJOURNMENT

Motion to adjourn meeting by Miller, second by Shields. Motion carried on a voice vote. City Council meeting adjourned at 7:18 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk