

*(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 Work Session #2                      October 3, 2016  
Immediately following the regular Council Meeting**

Mayor Roger Laughlin opened the West Branch City Council meeting at 9:35 p.m. by welcoming the audience and the following City staff: City Administrator Matt Muckler, Police Chief Mike Horihan, Library Director Nick Shimmin, Parks & Recreation Director Melissa Russell and City Attorney Kevin Olson. Council members: Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, and Mary Beth Stevenson.

City Council Goal Setting Session

Muckler reviewed goals that were set in the past year. City Council members held a discussion on potential goals and decided that only items that received support from at least three Council Members would qualify as Council Goals, regardless of total number of votes received. Council members set the following fifteen goals (with the number of votes in parentheses): **1.** Street Maintenance – crack sealing, panel replacement and seal coating (14), **1.** Part-time positions – add additional part-time positions for Public Works, Parks and Recreation and Administration - (14), **3.** Upgrade one block of seal coat street each year (13), **4.** Trail from Oasis to Solon – participate in coalition to promote a trail connection (12), **5.** Foster Street Sidewalk (11), **6.** Main Street Sidewalk Phase 4 – Identify Sidewalks to be replaced (10), **7.** Greenview Connection – Greenview Dr. to Greenview (9), **8.** Police Department Evidence Facility (8), **8.** Inflow and Infiltration (I&I) Point Repairs (8), **8.** Employee Benefits – Adopt a PTO Plan, disability and maternity/adoption policy (8), **11.** West Orange Street Sidewalk – construct a sidewalk on the south side of W. Orange Street between the West Branch Early Learning Center and N. Maple Street (7), **11.** Alleys – Develop plan to address three problem alleys and start work (7), **13.** Storm Water BMP's (best management practices) – install five demonstration stormwater bmp's (6), **14.** Online payment options- utility bills, library fines, park & rec fees, etc. (6), and **15.** SRF IUP – State Revolving Fund Intended Use Plan – Place water main replacement projects on SRF/IUP including Main Street from the railroad right-of-way east to the city limits, Main & 5<sup>th</sup> to Water Street, 4<sup>th</sup> Street and 6<sup>th</sup> Street (4).

Other proposed goals that were considered by the City Council but were not adopted as goals included the following: 1. Golf Course – staff to gather options on keeping course open and report to City Council on December 5, 2016 (9), 2. Incentive pay for clerk and finance officer certifications (2), 3. Street inventory report – instruct city engineer to prepare updated street report for CIP decision making process (1), 4. Asphalt shoulders on W. Main Street (1), 5. Park Planning – Provide feedback to engineer on park space in Pedersen Valley and name the park, 6. Flood retention structure – Stream Team 2 to identify potential location, 7. Orange Street, 4<sup>th</sup> to 6<sup>th</sup> and Green Street, 5<sup>th</sup> to 6<sup>th</sup>, 8. Approve cost of living water and sewer rates, 9. Purchase of a new \$175,000 snow plow, and 10. Housing Incentive Program – extend program until December 31, 2018.

Motion by Shields to adjourn, second by Ellyson. Motion carried on a voice vote. City Council Goal Setting Session adjourned at 10:31 p.m.

---

Roger Laughlin, Mayor

ATTEST: \_\_\_\_\_  
Matt Muckler, City Administrator/Clerk