

*(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**

**Special City Council Meeting**

**January 14, 2015  
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 Leslie Brick, Police Chief Mike Horihan, Public Works Director Matt Goodale, 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. Absent: Deputy City Clerk Dawn Brandt.

**APPROVE AGENDA/CONSENT AGENDA**

- a. Approve minutes from the December 15, 2014 City Council Meeting Joint Work Session with the West Branch School District Board of Directors.
- b. Approve minutes from the December 15, 2014 City Council Meeting.
- c. Approve Fire Department payroll for December 15, 2014, in the amount of \$13,675.00.
- d. Approve claims.
- e. Approve 2015 City Council Meeting Schedule.

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

Date 1-5-15	City Of West Branch	
	Claims Report	
Blue Cross Blue Shield	Health/Dental Insurance	10,553.01
Dearborn National Insurance	Life Insurance	60.10
EFTPS	Federal Withholdings	9,414.99
Iowa Department Of Revenue	Payroll Expense - December	919.04
IPERS	IPERS	8,617.49
Johnson County Recorder	Legal – document recording	7.00
Kirkwood Comm. College	Water/sewer – training classes	1,398.00
Mediacom	Cable – service	40.90
Payroll Expense	Payroll Expense 12-19-14	46,111.54
Treasurer State Of Iowa	State Withholding Tax	2,535.00
United States Treasury	Payroll Expense - December	1,250.57
Wageworks	Flex - HCFA2014 payment	20.00
WMCA	Admin – IIMC meeting training	150.00
	Grand Total	81,077.64
Fund Totals		
001 General Fund		43,893.66
031 Library		6,318.83
112 Trust And Agency		12,613.51
600 Water Fund		9,779.63
610 Sewer Fund		8,452.01
950 BC/BS Flexible Benefit		20.00
Grand Total		81,077.64

**COMMUNICATIONS/OPEN FORUM**

Councilperson Shields raised the issue if trucks parking on Fawcett Drive was still occurring and said that a P&G representative would be attending the January 20, 2015 meeting to address parking and safety concerns. Shields expressed that he was in favor of maintaining a good working relationship with P&G while we work through the issues. Councilperson Miller agreed that maintaining a good relationship was very important but that resident safety is also as important. Pierce asked if signage should be placed for westbound traffic alerting drivers to potential traffic ahead. Muckler responded that he would direct Public Works to place signs as soon as possible. Police Chief Horihan commented that tickets have been issued to violators and that Fawcett Drive was being monitored hourly and that there has been a gradual reduction of parking issues. Horihan is encouraged with the progress of P&G addressing the issue.

## **PUBLIC HEARING/NON-CONSENT AGENDA**

### Mayor Mark Worrell – Recognition of Parkside Service.

Mayor Worrell recognized Parkside Service as a valued community partner and thanked them for their contributions to West Branch over the years. Worrell presented a certificate of appreciation to Dave Sr. and Lori Hosier.

### Resolution 1260, adopting a policy authorizing the city clerk or deputy city clerk to pay certain bills prior to the City Council's approval./Move to Action.

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

### Resolution 1261, directing the Mayor to send a letter to the Iowa Department of Transportation accepting the offer of city bridge funding for the College Street Bridge./Move to Action.

Mayor Worrell started by recognizing City Engineer Dave Schechinger for his diligence in pursuing the bridge funding on the City's behalf. An estimated one million dollars is expected to be received for the project.

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

### Councilperson Tim Shields - Appointments/Reappointments/Move to action. Gary Slach – Planning and Zoning Commission, December 31, 2018.

Councilperson Shields spoke in favor of the reappointment of Gary Slach and his past contributions and service.

Motion by Ellyson, second by Miller to reappoint Gary Slach to the Planning and Zoning Commission. AYES: Ellyson, Miller, Pierce, Shields, Stevenson. Motion carried.

### Councilperson Tim Shields - Appointments/Reappointments/Move to action. Mayor Mark Worrell – Cedar County Economic Development Corporation.

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

### Mayor Mark Worrell - Appointments/Reappointments/Move to action.

Mayor Pro Tem – Colton Miller, Official City Newspaper-West Branch Times, Public Health Officer- Dr. Thomas Novak, Animal Control Facility-West Branch Animal Clinic, City Engineer-Dave Schechinger, Veenstra & Kimm, Inc., Amy Lynch- Animal Control Commission, December 31, 2017, Alan Bohanan-West Branch Preservation Commission, December 31, 2016, Lou Picek-West Branch Preservation Commission, December 31, 2017, John Fuller-West Branch Preservation Commission, December 31, 2017, Shane Staker-Park & Recreation Commission, December 31, 2017.

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

## **CITY STAFF REPORTS**

### Park & Rec Director Melissa Russell – Park & Rec Update.

The Park & Recreation Commission approved a recommendation to the City Council to hold another bond referendum on the Phase I Park Projects on November 3, 2015. Satellite voting stations were also recommended with times and dates to be determined in the near future. Russell commented that Solon held a similar vote in the fall of 2014 and was successful. Russell also commented that current funds would be prioritized and applied in phases to show commitment and progress in park improvements.

### City Administrator Matt Muckler (on behalf of Deputy City Clerk Dawn Brandt) – Property Tax Comparison, West Branch vs. Iowa City.

Muckler provided a sample tax comparison of similar priced homes in West Branch vs. Iowa City. Muckler cited that the overall property tax in West Branch is 15 percent lower than the same priced home in Iowa City. The City portion of the tax is actually 40 percent lower. Pierce asked if this information could be placed on the City's website for concerned residents to review.

## **COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

Council Liaison Discussion- Worrell reviewed the current liaison roles of the Council. Councilperson Ellyson - Historic Preservation Commission, Hoover's Hometown Days and West Branch Community School District. Councilperson Miller- Animal Control Commission, Cable Access Station and Herbert Hoover National Historic Site. Councilperson Pierce - Information Technology, Library Board Association, Main Street West Branch and Park & Recreation Commission. Councilperson Stevenson – Herbert Hoover Presidential Library-Museum, Planning and Zoning Commission and Scattergood Friends School & Farm.

**ADJOURNMENT**

Motion to adjourn meeting by Ellyson, second by Pierce. Motion carried on a voice vote. City Council meeting adjourned at 7:55 p.m.

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Mark Worrell, Mayor

ATTEST: \_\_\_\_\_  
Leslie Brick, Deputy City Clerk