

(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

**September 7, 2010
7:00 p.m.**

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following city staff: City Administrator/Clerk Matt Muckler, City Attorney Bruce Goddard, Administrative Assistant Ashley Borland-Kaalberg, Parks and Rec Director Melissa Russell, Police Chief David Bloem, Crime Data Processor Gina Heick, Fire Chief Administrator Dick Stoolman and Library Director Nick Shimmin. Council members: Mark Worrell, Robert Sexton, David Johnson, Dan O'Neil, and Jim Oaks.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the August 16, 2010 City Council Meeting.
- b. Approve claims.
- c. Approve the transfer of \$5597.00 from the General Fund to the Town Hall Fund for the payment of City sign.
- d. Approve 28E agreement for tobacco enforcement.
- e. Approve Class C liquor license with Sunday sales for Herb n' Lou's.
- f. Approve Street Closure of the 200 Block of North 5th Street for a Block Party on Saturday September 11, 2010 from 5:00-8:00 p.m.
- g. Approve Street Closure of Oliphant Street from Orange Street north to Northside Drive for a Block Party on Saturday October 9, 2010 from 12:00 p.m.-12:00 a.m.

Roll call vote – Ayes: Johnson, Worrell, Oaks. Absent: Sexton and O'Neil. Motion carried.

CITY OF WEST BRANCH

9/09/2010

ALLIANT ENERGY	UTILITIES	52.83
AUTOGLASS SOLUTIONS INC	WINDSHIELD REPAIR	229.00
BOUSKA, CASEY	CREDIT DEPOSIT REFUND	19.14
CREATIVE SOFTWARE	COMPUTER SERVICE	1,362.62
IOWA LEAGUE OF CITIES	IA LEAGUE ANNUAL CONF.	350.00
IOWA NETWORK SERVICES	SERVICE	26.99
OFFICE DEPOT CREDIT PLAN	OFFICE SUPPLIES	60.99
PAYROLL 8-16-10		30,820.54
PITNEY BOWES	POSTAGE	500.00
RUSSELL, MELISSA	REIMBURSEMENT	273.75
SULZNER, ELLEN	CLEANING	680.00
WALMART COMMUNITY/GEMB	SUPPLIES	236.64

GRAND TOTALS 34,612.50

FUND TOTALS		
001	GENERAL FUND	13,217.59
022	CIVIC CENTER	272.00
031	LIBRARY	5,340.05
110	ROAD USE TAX	2,058.84
111	POLICE RECOVERY ACT GRANT	1,141.82
112	TRUST AND AGENCY	6,479.80
600	WATER FUND	3,028.30
610	SEWER FUND	3,074.10
	****	34,612.50

COMMUNICATIONS/OPEN FORUM

Lynn Fox, West Branch resident gave comments on her opinion of the LOST tax. She stated that she has the highest regards for the City but would like to see the expenses put into the budget.

Rod Ness, Main Street gave an update on the downtown sign progress and informed Council that Maxson's would be starting the project next week. He added that the Legion would be donating a new flag pole for the site.

Craig Artist, West Branch Community School District Superintendent, gave a summary of what the PPEL (Physical Plant and Equipment Levy) money goes to and how the tax needs renewed every 10 years. He had

conversation with Council specifying how the money is used and the difference between it and other taxes collected. Voting for the PPEL levy will take place on September 14th.

PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY COUNCIL

City Administrator Matt Muckler – Discuss and approve Financial Advisory/Bond Sale Consulting Services Proposal and Iowa Tax Increment Financing Report Proposal./Move to Action.

Larry Burger, Speer Financial gave a summary of financial services to offered to the City and the costs associated with them. Council was able to ask questions to Burger and clarify all services.

Motion to approve Financial Advisory/Bond Sale Consulting Services Proposal and Iowa Tax Increment Financing Report Proposal by Johnson, and second by Worrell. Ayes: Johnson, Worrell, Oaks. Absent: Sexton and O’Neil. Motion carried.

Approve services agreement with Cable Access Commission to accept \$7,500 annually for the performance of Cable Access Channel tasks.

Arlyn Verlo, Cable Commission stated to the Council that the Cable Commission approved this agreement and gave reasons that he would like to see it happen.

Motion to approve the services agreement with Cable Access Commission by Johnson, and second by Worrell. Ayes: Johnson, Worrell, Oaks. Absent: Sexton and O’Neil. Motion carried.

City Administrator Matt Muckler - Approve Resolution 904, Setting the Salary for Administrative Assistant Ashley Borland-Kaalberg./Move to action.

Currently this position is budgeted at 20hrs/week. With the full time status, any overtime hours would be flexed off.

Motion to approve Resolution 904 by Johnson, and second by Worrell. Ayes: Johnson, Worrell, Oaks. Absent: Sexton and O’Neil. Motion carried.

CITY ADMINISTRATOR

City Administrator Matt Muckler spoke with Larry Lynch, Lynch’s Excavating, about the accident that occurred on 9/7/10 when a car came through the construction site due to a medical condition. It was a close call but no one was injured.

Four recommendations were presented to Council by Muckler gathered from the Wastewater Stakeholder group’s meetings. No action was taken on the recommendations.

Muckler gave an update on the Local Option Sales Tax waiver to the Secretary of State being granted. The item will remain on the ballot for November as originally planned.

MAYOR

Appointments/Reappointments
None

REPORTS

Nick presented Council with the Library’s feasibility study defining options on potential Library locations, expansions and remodels. These options included expanding the current location, construction on the Cookson property or purchasing a property in central West Branch to build on.

Gina Heick Crime Data Processor provided Council with August police reports and mileage on police department vehicles.

ADJOURNMENT

City Council meeting adjourned by Mayor Kessler at 8:36 p.m.

MAYOR DON KESSLER

ATTEST: _____
CITY CLERK MATT MUCKLER