

(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

**March 21, 2016
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 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, Deputy City Clerk Gordon Edgar, Public Works Director Matt Goodale, Police Chief Mike Horihan, Park & Recreation Director Melissa Russell, and Fire Chief Kevin Stoolman.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve minutes from the March 7, 2016 City Council Meeting.

Approve claims.

Approve Class C Native Wine License with Outdoor Service and Sunday Sales Permit for Elmira Winery, Inc. DBA Brick Arch Winery.

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

COMMUNICATIONS/OPEN FORUM

National Park Service Superintendent Pete Swisher announced the Pedestrian Bridge Replacement Project will begin on April 4 and is expected to be completed by the end of that week.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Roger Laughlin – Recognition of Main Street Sweets.

Mayor Laughlin presented Steven Grace, owner of Main Street Sweets, a plaque honoring his business as the West Branch Business of the Month for March.

Mayor Roger Laughlin – Appointments/Reappointments./Move to action.

Mayor Laughlin appointed Nick Goodweiler to the Parks and Recreation Commission to a term to end on December 31, 2018.

Motion by Shields, seconded by Pierce, to approve Appointment. AYES: Shields, Pierce, Stevenson, Miller, and Ellyson. Motion carried.

Rev. Alexis Johnson – West Branch United Methodist Church Accessibility Project.

Reverend Johnson spoke to the Council about the Accessibility Project the church is undertaking and explained the church is requesting a zoning change for the area from residential to commercial to allow for the construction of the project. Reverend Johnson and her Project Group will be in attendance at the April 4 Council meeting and at the April 18 Council meeting. They would like the Council to approve all three readings of the Ordinance at the April 18 meeting so that construction can be completed this year.

Approve Class C Liquor License (LC) (Commercial) with Brew Pub and Sunday Sales privileges pending successful completion of fire inspection for the Downunder, located at 102 W. Main St./Move to action.

Approve Class C Liquor License (LC) (Commercial) with Brew Pub and Sunday Sales privileges pending successful completion of fire inspection for the Downunder, located at 102 W. Main St. Deputy City Clerk Leslie Brick reported that the Downunder has passed the fire inspection. Motion by Ellyson, second by Miller to approve. AYES: Ellyson, Miller, Stevenson, Pierce, Shields. Motion carried.

Approve Class E Liquor License (LE) with Class B Native Wine Permit, Class C Beer Permit (Carryout Beer) and Sunday Sales privileges pending successful completion of fire inspection for Casey's Marketing Company, D/B/A Casey's General Store #3463, located at 615 S, Downey Street./Move to action.

Motion by Pierce, second by Shields, to approve Class E Liquor License (LE) with Class B Native Wine Permit, Class C Beer Permit (Carryout Beer) and Sunday Sales privileges pending successful completion of fire inspection for Casey's Marketing Company, D/B/A Casey's General Store #3463, located at 615 S, Downey Street. AYES: Pierce, Shields, Stevenson, Miller, and Ellyson. Motion carried.

Resolution 1402, authorizing the transfer of funds./Move to action.

Motion by Stevenson, second by Ellyson, to approve Resolution 1402. AYES: Stevenson, Ellyson, Miller, Pierce, Shields. Motion carried.

Public Hearing on proposed action to institute proceedings to enter into a loan agreement and to borrow money thereunder in a principal amount not to exceed \$750,000.00

Mayor Laughlin declared the meeting to be in a Public Hearing on a proposed action to institute proceedings to enter into a loan agreement and to borrow money thereunder in a principal amount not to exceed \$750,000.00. There being no comments, Mayor Laughlin declared the Public Hearing to be over.

Resolution 1436, taking additional action with respect to a General Obligation Loan Agreement and authorizing a Letter of Credit Reimbursement Agreement./ Move to Action

Motion by Shields, with second by Stevenson, to approve Resolution 1436. AYES: Shields, Stevenson, Miller, Ellyson, Pierce. Motion carried.

Public hearing on amending the current budget for the fiscal year ending June 30, 2016.

Mayor Laughlin declared the meeting to be in a Public Hearing on amending the current budget for the fiscal year ending June 30, 2016. There being no comments, Mayor Laughlin declared the Public Hearing to be over.

Resolution 1437, amending the current budget for the fiscal year ending June 30, 2016./ Move to Action

City Administrator Matt Muckler explained that three areas of the budget need amending. The Public Works area is for tree trimming bills from FY15 that were not paid until FY 16 and unexpected vehicle maintenance bills. The Community and Economic Development portion is for engineering expenses related to the Casey's General Store project which will be reimbursed to the city per an agreement with the owner. The General Government item is for legal fees related to the Acciona law suit and will eventually be repaid by TIF funds. Motion by Pierce, second by Stevenson, to approve Resolution 1437. AYES: Pierce, Stevenson, Miller, Ellyson Shields. Motion carried.

Resolution 1438, ordering notice of public hearing on proposed plans and specifications, proposed form of contract and estimate of cost for construction of 4th Street Reconstruction for the City of West Branch, Iowa, and the taking of bids therefor./Move to Action

Dave Schechinger, City Engineer, reported that this will set the bid opening for March 31st for the 4th Street Reconstruction Project and acceptance of the winning bid at the April 4 Council meeting. There was discussion on why the cost estimates have increased. It was explained that parts or all of some future planned projects would now be included in this project, in addition there is some uncertainty in the amount fill required to improve the road bed. Motion by Stevenson, second by Miller, to approve Resolution 1438. AYES: Stevenson, Miller, Ellyson, Pierce, Shields. Motion carried.

Resolution 1439, approving advertising with iHeart Media in the amount of \$5,390./ Move to Action

City Administrator Muckler explained that this is the offer he received after turning down the initial offer submitted by iHeart. The program is for two spots on each of the 162 Cubs games with additional advertising on FOX and Kiss Country.

CITY STAFF REPORTS

Public Works Director Matt Goodale – Inflow & Infiltration Phase 2 Point Repairs on 4th Street.

Director Goodale informed the Council that work began today at East Orange and 4th Street with reconstruction work on a manhole. That work has been completed and tomorrow will consist of removing seventy feet of street and laying pipe beneath it and Wednesday's activity will consist of replacing a water main valve. City staff will do the concrete work replacing the street. Similar work will be done the following week at the intersection of College Street and 4th Street which will include replacement of a manhole and a fire hydrant. Additional work that is planned includes replacement of chimney seals and manhole gaskets.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Councilperson Stevenson – March 31st River Restoration Workshop

Councilperson Stevenson spoke about the River Restoration Workshop to be held in the City Offices by Iowa Rivers Revival and Cedar River Watershed Coalition. It will be about an hour and a half long educational program on natural streambank stabilization. Iowa Rivers Revival is a non-profit statewide leader in river education and advocacy and is committed to protecting some of our most precious resources – our rivers and streams.

Adjournment to executive session to discuss the purchase of particular real estate only where premature disclosure could reasonably be expected to increase the price the governmental body would have to pay for that property pursuant to Section 21.5(j) of the Code of Iowa./Move to action.

Motion by Shields, second by Pierce to adjourn to executive session at 7:53 p.m. AYES: Shields, Pierce, Stevenson, Miller, Ellyson. Motion carried.

Regular Council session resumed at 8:28 p.m.

ADJOURNMENT

Motion to adjourn meeting by Pierce, second by Shields. Motion carried on a voice vote. City Council meeting adjourned at 8:28 p.m.

Roger Laughlin, Mayor

ATTEST: _____ M
Gordon R. Edgar, Deputy City Clerk

CLAIMS**3/21/2016**

ALLIANT ENERGY	ELECTRIC SERVICE	12,252.48
BRICK, LESLIE	MEETING MILEAGE	24.30
CEDAR COUNTY RECORDER	RECORDING FEE	7.00
COSTCO WHOLESALE	PROGRAM SUPPLIES	115.09
DEWEYS JACK & JILL	SUPPLIES	57.53
GOERDT, TERENCE J	INSPECTION SERVICES	262.50
LINN COUNTY R.E.C.	STREETS - UTILITIES	138.00
LYNCH'S PLUMBING INC	MAINTENANCE SUPPLIES	4.30
MEDIACOM	CABLE SERVICE	40.90
MENARDS	LIGHT BULBS	186.69
MIDWEST JANITORIAL SERVICE	MIDWEST JANITORIAL SERVICE INC	781.26
PEDEN, SHANELLE M	RECORDING SERVICES	150.00
PHYSIO-CONTROL INC	MEDICAL SUPPLIES	208.90
PITNEY BOWES PURCHASE POWER	POSTAGE	500.00
PRINTING HOUSE	OFFICE FORMS	122.00
QC ANALYTICAL SERVICES LLC	LAB ANALYSIS	584.00
RACOM CORPORATION	COMMUNICATION EQUIPMENT	20,496.36
RICKERTSEN, LISA	CONSULTING SERVICES	375.00
ROCK RIVER ARMS, INC	EQUIPMENT	965.00
SHIMMIN, NICK	MEMBERSHIP DUES	165.00
STATE HYGIENIC LAB	LAB ANALYSIS	25.00
US BANK CORPORATE CARD	SUPPLIES	77.99
US BANK EQUIPMENT FINANCE	COPIER LEASE	241.80
USA BLUE BOOK	CHEMICALS	480.77
WALMART COMMUNITY/GEMB	BOOKS, PROGRAM SUPPLIES	244.16
TOTAL		38,506.03

PAYROLL**3/25/2016****36,332.78****PAID BETWEEN MEETINGS**

ASCAP	ASCAP LICENSE	336.00
AWWA-IA	TRAINING	190.00
BARRON MOTOR SUPPLY	REPAIR/MAINTENANCE/SUPPLIES	427.78
BMI	BMI LICENSE	336.00
PLEASANT VALLEY NURSERY	TREES FOR PARKS	6,375.00
RAT PACK EVENTS	HHTD ENTERTAINMENT	2,000.00
REPUBLIC SERVICES OF IOWA	DOCUMENT DESTRUCTION	43.00
TISINGER, MATT	MILEAGE	106.80
UPS	SHIPPING	27.16
WEX BANK	VEHICLE FUEL	726.39
TOTAL		10,568.13

GRAND TOTAL EXPENDITURES**85,406.94****FUND TOTALS**

001 GENERAL FUND	58,572.05
022 CIVIC CENTER	352.68
031 LIBRARY	5,830.03
110 ROAD USE TAX	477.86
112 TRUST & AGENCY	3,867.16
600 WATER FUND	8,591.48
610 SEWER FUND	7,715.68

GRAND TOTAL**85,406.94**

REVENUE FEB FY2016

001 GENERAL FUND	16,201.05
022 CIVIC CENTER	249.25
027 MEMORIAL GARDEN PROJECT	210.00
031 LIBRARY	817.16
036 TORT LIABILITY	230.32
110 ROAD USE TAX	24,000.27
112 TRUST & AGENCY	551.59
119 EMERGENCY TAX FUND	98.52
121 LOCAL OPTION SALES TAX	15,050.94
125 TIF	81.04
160 REVOLVING LOAN FUND	104,745.16
226 DEBT SERVICE	1,014.65
500 CEMETERY PERPETUAL FUND	0.08
502 KROUTH INTEREST FUND	0.03
600 WATER FUND	38,160.48
610 SEWER FUND	27,942.98
740 STORM WATER UTILITY	4,486.43
TOTAL	233,839.95