

(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 2, 2013
6:30 p.m.**

Mayor Worrell opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Deputy City Clerk Dawn Brandt, Administrative Assistant Shanelle Peden, Library Director Nick Shimmin, Parks & Rec Director Melissa Russell, Police Chief Mike Horihan, Public Works Director Matt Goodale. Council members: Jordan Ellyson, Colton Miller, Jim Oaks, Brian Pierce, and Tim Shields.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the November 18, 2013 City Council Meeting.
- b. Approve claims.

Motion by Ellyson to approve, seconded by Miller. AYES: Ellyson, Miller, Oaks, Pierce, Shields. NAYS: None. Motion carried.

Date 12-2-2013	City of West Branch Claims Register Report	
Blue Cross Blue Shield	Health/Dental Insurance	11,960.61
Dearborn Insurance	Life Insurance	53.80
Deluxe Corporation	Admin - Deposit slips	47.15
EFTPS	Federal W/H	5,965.82
Hy-Vee	P&R-Supplies for soup dinner	299.50
Iowa Dept. Of Revenue	Payroll Expense	1,022.62
IPERS	IPERS	7,984.07
Mediacom	Admin - Service	40.90
Payroll Expense	Payroll Expense 11-22-13	26,021.57
Pitney Bowes	Admin - Ink & sealer	237.11
Roger Laughlin	Town Hall - Painting of ext.	11,900.00
Shanelle M Peden	Admin/Cable-Doc frames/Video	256.77
Treasurer State Of Iowa	State W/H Tax	2,151.00
UPS	Sewer - Shipping	50.34
Wageworks	Flex - HCFSA2013	128.19
	Grand Total	68,119.45

Fund Totals	
001 General Fund	24,881.35
022 Civic Center	11,900.00
031 Library	5,163.10
110 Road Use Tax	80.07
112 Trust And Agency	11,891.68
600 Water Fund	7,504.93
610 Sewer Fund	6,570.13
950 BC/BS Flexible Benefit	128.19
Grand Total	68,119.45

COMMUNICATIONS/OPEN FORUM

Mackenzie Krob, Main Street West Branch Director, reminded everyone of Christmas Past events that will be taking place this coming weekend and invited the public to attend.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell-Recognition of Dave's Welding & Repair

Mayor Worrell indicated that Dave's Welding would be recognized at the December 16th, 2013 City Council meeting.

Accept the resignation of Tim Shields from the Park & Recreation Commission

Motion by Miller to approve the resignation of Tim Shields from the Park & Recreation Commission, second by Ellyson. AYES: Miller, Ellyson, Oaks, Pierce, Shields. NAYS: None. Motion carried.

Public Hearing on proposed plans and specifications, proposed form of contract and estimate of cost for construction of Sanitary Sewer Rehabilitation-Phase I for the City of West Branch, Iowa, and the taking of bids therefor

Mayor Worrell opened the public hearing at 6:43 p.m. Eric Gould, representative from Veenstra & Kimm, indicated that reducing inflow and infiltration through repair and replacement of the sanitary sewer system is a multi-phased plan with inspection and evaluation that correspond with each phase. Point repairs on Phase I have been completed. Necessary lining and grouting identified during the Phase I study will be completed by this project. Councilperson Oaks asked Gould if he was comfortable with only one bid received. Gould indicated that five total firms were sent bid information and only one responded. Councilperson Ellyson asked if rejecting bids would cause project delays. Councilperson Miller remarked that he did not like to see a lack of multiple bids. Councilperson Shields asked if the lack of bids is attributed to the specialization of the type of work. Gould responded that the work is specialized and that while only one bid was received, that bid came from a reputable firm and was below the engineer's estimate. Rebidding the project would, in his opinion, render a similar result and may delay the project. Mayor Worrell closed the public hearing at 6:46 p.m.

Resolution 1163, accepting bids and awarding the contract for the Sanitary Sewer Rehabilitation-Phase I project

Motion by Shields to approve Resolution 1163, second by Ellyson. AYES: Shields, Ellyson, Miller, Oaks, Pierce. NAYS: None. Motion carried.

Resolution 1165, approving the provision of brine to West Branch Village

City Administrator Muckler indicated that the West Branch Mobile Home Village is considering the purchase of equipment to produce brine in the future and would like to evaluate its effectiveness. In the meantime, West Branch Village inquired about purchasing brine from the City. Public Works Director Matt Goodale indicated that he evaluated the usage area of the West Branch Mobile Home Village and determined that \$500 would cover the City's costs even in the event of high use this winter. Councilperson Oaks asked what the City will do to receive the funds from the West Branch Mobile Home Village. Goodale stated that the city would provide brine but not apply it.

Motion by Shields to approve Resolution 1165, second by Pierce. AYES: Shields, Pierce, Ellyson, Miller, Oaks. NAYS: None. Motion carried.

CITY STAFF REPORTS

Deputy City Clerk Dawn Brandt briefed the Council on new fees that the City's healthcare provider, Wellmark, will be implementing per new federal health care regulations beginning January 2014. Brandt added that the approximate additional cost would be \$1,200.00 for the first quarter of 2014. After April 1, 2014, those fees will be included in the premium rates. Council members suggested that the City should bear the cost of these fees until April 1st.

Mayor Mark Worrell indicated that his father would be celebrating his 90th birthday on Sunday, December 15th at 10:00 a.m. at the Brick Arch Winery in West Branch. He extended the invitation to anyone who would like to attend.

ADJOURNMENT

Motion by Miller to adjourn the meeting, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 7:25 p.m.

Mark Worrell, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk