

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 21, 2015
7:00 p.m.**

Mayor Roger Laughlin called the West Branch City Council meeting to order at 7:00 p.m. Mayor Laughlin then asked 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 and Mary Beth Stevenson were present. Absent: Tim Shields.

Laughlin welcomed the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Police Chief Mike Horihan, Library Director Nick Shimmin, Fire Chief Kevin Stoolman, Deputy City Clerk Leslie Brick, and Police Officer Alex Koch.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION

- a. Approve minutes from the September 8, 2015 City Council Meeting.
- b. Approve revised claims from the September 8, 2015 City Council Meeting.
- c. Approve claims.

Date 9-08-15 Revised

City of West Branch
Claims Report

ADS	GF- Park & Rec	560.00
Aero Rental	GF- Park & Rec	143.00
Alliant Energy	GF/Water	21,580.08
Amazon	Library	250.76
Baker & Taylor	Library - Books	814.29
Barron Motor Supply	GF- PW/Fire	458.78
Best Buy	GF-PD	106.99
Big Ten Rentals	GF - Cultural	441.93
Blue Cross/Blue Shield	Insurance	9,946.12
BP	GF-Fire	275.21
BoundTree Medical	GF-Fire	234.85
Brown's West Branch	GF-PD	30,663.69
Business Radio	GF-Fire	38.50
CAJ Enterprises	GF-Park & Rec	1461.70
Capital One Commercial/COSTCO	GF-Park & Rec	533.12
Cedar County Recorder	GF-Admin	213.00
Cedar Rapids Photo Copy Inc.	Library	55.65
City Tractor Co.	GF-Public Works	1,198.00
Croell Redi-Mix	GF-Streets/Parks & Rec	1,098.26
Dearborn National	GF-Admin	60.10
DEMCO	Library	485.88
Dewey's Jack N Jill	GF-Fire/Public Works/Library	595.71
Diamond Vogel Paints	Road & Streets – street paint	483.50
Dorsey & Whitney	TIF- Legal Fees	16,316.64
Econo Signs	Capital Projects - Parkside	332.26
F&B Communications, Inc.	GF- admin	34.95
Feld Fire	GF-Fire	1,737.49
French-Reneker Associates	Capital Projects –West Branch Trail	6,800.00
Gierke Robinson	Water	58.73

Goerdts, Terry	GF-Public Works	525.00
Great American Business Prod.	GF- Commissions	468.00
HD Supply	GF-Parks & Rec	59.12
Hansen, Trent	GF-PD	733.59
Hawkins	Water	1624.18
IHEART Media	GF-Legal	333.00
IMWCA	GF- workers comp	4,666.00
Intoximeters	GF-PD	115.00
Iowa Bridge & Culvert	RUT-Streets	14930.00
Iowa One Call	Sewer	45.00
Iowa State Fair	GF-Parks & Rec	1,203.00
IPERS	IPERS	4,985.36
John Deere Financial	Sewer – Uniforms	736.85
Kingdom Graphics	GF- Commissions	100.00
L.L. Pelling Company, Inc.	Capital Projects – Parkside/GF-Streets	102,616.00
Lenoch & Cilek	GF-Streets	15.80
Liberty Communications	GF/Water/Sewer/RUT	1,185.85
Linn County REC	GF-Street Lighting	361.48
L-Tron Corp	GF – PD	339.00
Lynch’s Excavating	Capital Projects - Parkside	2,364.00
Lynch’s Plumbing	Water/Sewer	178.38
Matt Parrott	GF-Admin	471.46
Mediacom	GF-Cable	40.90
Menard’s	GF-Cultural/Parks & Rec/Cemetery	472.34
Midco Diving	Water	4,325.00
Midwest Janitorial	Library/GF	646.56
Oasis Electric LLC	Cultural – HHTD/GF-Street Lighting	8,529.12
Overdrive, Inc.	Library-Books	81.94
Pitney Bowes	GF-Admin	145.32
Port ‘O’ Jonny	GF-Parks & Rec/Cemetery	174.00
Pyramid Services	GF-Cemetery	239.82
QCA Analytical	Sewer	1,251.00
Quality Engraved Signs	GF-Commissions	105.69
Quill Corporation	GF- Public Works/Parks & Rec	114.69
Racom	GF- Fire	121,185.38
Register Media	GF-PD	628.55
River Products	GF-Parks & Rec	1,456.75
Russell, Melissa	GF – summer camp	280.02
Shanelle M. Peden	Cable	75.00
Shimmin, Nick	Library - supplies	79.52
Speer Financial	GF-Legal	6,049.75
U of Iowa: State Hygienic Lab	Water testing	25.00
The Printing House	GF-Commissions	111.00
Treasurer, State of Iowa	State Withholding Tax	1,586.00
TruGreen	GF-Parks & Rec	145.00
United Labs	Water/GF-Streets	471.10
USGS	Stormwater	6,870.00
UPS	Sewer	27.76
US Bank Equipment Finance	GF-Admin	402.16
US Bank Corporate Card	GF-Parks & Rec/Admin	4,233.17
U.S. Treasurer	Payroll Expense	2,124.27
Verizon Wireless	GF/Water/Sewer/RUT- phone service	774.64

West Branch Family Practice	GF – Fire	128.00
West Branch Ford	GF – Streets	42.14
West Branch Repairs	GF – Streets/Fire	1,096.36
West Branch Times	GF – Legal/Fire/Cultural	3,705.60
Wex	GF- Streets/Water/Sewer/Admin	1,544.06
Wolf, Travis	GF – Fire	312.39
Wood Products of Iowa	GF – Streets	7,761.00
Zephyr	GF – Cultural HHTD	968.50
	Grand Total	413,244.76

Date 09-21-15 City of West Branch
Claims Report

Baker & Taylor	Library - Books	744.63
Barnhart's Custom Services	GF- PW/Sand Volleyball	1,350.00
BP	GF-Fire/Cemetery	261.18
Chief Supply Corp.	GF-Police/Misc. Supplies	345.01
Croell Redi-Mix	GF-Streets	171.00
ED. M. Feld Fire	GF-Fire/Equipment Service	600.00
French-Reneker Associates	Capital Projects –West Branch Trail	5,100.00
Gopher Sport	GF-Park&Rec/Equipment	824.20
HBK Engineering	GF/Stormwater- Park and BMP Design	4,975.00
Hy-Vee	GF-Park &Rec-Summer Camp	189.17
IIMC	GF-Clerk/Membership Dues	180.00
Iowa One Call	Sewer/Water-Locates	70.20
JW Concrete	GF-Streets-Sidewalk Repairs	7,050.00
Kingdom Graphics	GF- Park & Rec	1,516.50
Lynch Dallas, P.C.	GF – Police - Policies	667.00
Lynch's Plumbing	Sewer – Televiser Line	165.00
Mediacom	GF-Cable	48.40
Menard's	GF-Streets	212.76
Muckler, Matt	GF-Admin –Travel Expenses	71.70
Payroll Expense	Payroll Expense – 8/28 & 9/11	28,250.63
Parkside Services	GF-Streets-Tires	1,185.52
Paul Stagg	Water –Travel Expenses	154.25
Physio-Control Inc	GF-Fire-Medical Supplies	518.83
Plunkett's Pest Control	GF-Admin/Town Hall	95.18
Quill Corporation	GF- Fire – Office Supplies	89.75
S&S Flatwork LLC	GF – Streets – Sidewalk Repairs	375.00
Shanelle M. Peden	Cable	150.00
Springdale Agency	Tort – Fire Pak Insurance	14,656.10
The Iowa Children's Museum	GF-Park & Rec – Summer Camp	42.50
US Bank Corporate Card	GF-Parks & Rec/Admin/Water/Sewer/Etc.	3,098.85
Veenstra & Kimm, Inc.	GF/Water/Streets/Capital Projects	9,731.63
West Branch Repairs	GF – Fire – Repairs	130.57
Wex	GF- Streets/Cemetery/Police-Gas	1,619.74
Wolf, Travis	GF – Fire – Travel Expenses	69.42
	Grand Total	84,709.72

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

COMMUNICATIONS/OPEN FORUM

John Tigrett, 628 E. Main, addressed the Council and asked that they make improvements to the alley behind his home. John Gillenwater, 616 E. Main, told the Council that he had discussed the matter with Public Works Director Matt Goodale and made his preferences known on western and southern portions of the alley adjacent to his property.

PUBLIC HEARING/NON-CONSENT AGENDA

West Branch High School Student Government Adviser Abby Noelck and Student Representatives Jenna Bower and Katie Hovancik – Homecoming Parade.

Abby Noelck and Jenna Bower spoke to the City Council about the West Branch High School Homecoming Parade scheduled for September 30, 2015 at 6:00 p.m.

Approve street closures along parade route for the West Branch High School Homecoming Parade on Wednesday September 30, 2015 from 5:45 p.m.–6:45 p.m./Move to action.

Motion by Pierce, second by Ellyson to approve street closures along the parade route for the West Branch High School Homecoming Parade on Wednesday September 30, 2015 from 5:45 p.m.-6:45 p.m. AYES: Pierce, Ellyson, Miller, Stevenson. Motion carried.

West Branch Preservation Commission Member John Fuller – Update from the Commission on Designs to Improve Heritage Square.

John Fuller presented the latest design that is being proposed by the Preservation Commission for the Heritage Square area, which included new pavers on the north side of the Square and did not reduce the grass area on the southern portion. The sign on the wall would read Heritage Square and the urns would be placed on the side of the walls. The gazebo footings still need to be assessed. Mayor Laughlin agreed to check the footings. Fuller stated that the Commission was unanimous in suggesting that the grass area not be reduced in the Square. The project is ready to be engineered. Stevenson asked about the concrete pad and bench in the northwest portion of the square. Fuller replied that both the pad and bench were temporary and would be removed. Benches and trash cans would be added later.

Third Reading of Ordinance 734, amending Chapter 165 “Zoning Regulations.”/Move to action.

Ordinance 734 is an ordinance amending Chapter 165 Zoning Regulations. Many of the changes contained within the ordinance are intended to provide consistency and clarity to the language within the Chapter. Section 165.44(4) was revised to add language that would lessen the restrictions for fences located at the rear of a corner property to make them more consistent with the requirements of neighboring properties. This description is a summary of the ordinance which will become effective on October 1, 2015. The entire ordinance is available for inspection at the West Branch City Office located at 110 North Poplar Street in West Branch, IA between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday.

Motion by Ellyson, second by Stevenson to approve the third reading of Ordinance 734. AYES: Ellyson, Stevenson, Miller, Pierce. Motion carried.

Accept the resignation of Police Officer Alex Koch./Move to action.

Officer Koch thanked the City Council for the opportunity to work for the citizens of West Branch under the direction of Chief Horihan and Sergeant Hanna. Ellyson and Stevenson thanked Koch for his service.

Motion by Ellyson, second by Stevenson to accept the resignation of Alex Koch. AYES: Ellyson, Stevenson, Miller, Pierce. Motion carried.

Mayoral Appointment: Resolution 1384, hiring Alex Koch as a part-time police officer for the City of West Branch, Iowa, and setting the salary for the position for fiscal year 2015-2016./Move to action.

Motion by Pierce, second by Stevenson to approve Resolution 1384. AYES: Pierce, Stevenson, Ellyson, Miller. Motion carried.

Resolution 1385, adopting the Cedar County Outdoor Warning System Activation Protocol./Move to action.

Chief Stoolman stated that this resolution confirms that West Branch has adopted the county-wide protocol for activating the sirens, but does not make any changes to the current protocol. Stoolman recommended approval of the resolution.

Motion by Pierce, second by Ellyson to approve Resolution 1385. AYES: Pierce, Ellyson, Miller, Stevenson.
Motion carried.

CITY STAFF REPORTS

None.

COMMENTS FROM MAYOR AND COUNCIL MEMBERS

Mayor Roger Laughlin

Laughlin told the Council that the League of Cities Annual Conference would take place this week. Several members confirmed that they would be in attendance and talked about various training sessions that are available. Laughlin stated that he would also be attending a first-time attendee orientation.

ADJOURNMENT

Motion to adjourn meeting by Miller, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 7:22 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk