



Classified/Legals

West Branch council

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection at westbranchiowa.org. The minutes are not approved until the next regularly scheduled City Council meeting.)

West Branch, Iowa; City Council; January 16, 2024
Council Chambers; Regular Meeting; 7:00 p.m.

Mayor Roger Laughlin called the West Branch City Council regular meeting to order at 7:00 p.m.

Roll call: Council members present: Mike Horihan, Jerry Sexton, Tom Dean, Jodee Stoolman, and Nick Goodweiler. City Staff present: City Administrator Adam Kofoed, City Staff attending via Zoom: Sergeant Cathy Steen, Public Works Director Matt Goodale and Interim Library Director Jessie Schafer and Finance Officer Heidi Van Auken.

APPROVE THE AGENDA
Motion by Dean, second by Sexton to approve the agenda. Motion carried on a voice vote.

APPROVE CONSENT AGENDA
Approve Minutes from the January 2, 2024 City Council meeting.

Approve claims for January 16, 2024.

EXPENDITURES-1/16/2024
ASCAP-MUSIC LICENSE FEE-434.00
BAKER & TAYLOR-BOOKS-44.46
BEAN & BEAN-GRAVE OPENINGS-1,950.00
BROWN'S WEST BRANCH FORD-TRUCK REPAIR PART-PW-152.33
CEDAR CO SHERIFF'S OFFICE-PATROL RESERVES-1,680.00
CEDAR COUNTY RECORDER-RECORDING FEES-78.00
ELDON C STUTSMAN-BRINE SETUP PARTS-PW-716.90
HAWKINS-CHEMICALS-3,644.59
HI-LINE-SHOP SUPPLIES-362.14
HIAWATHA PUBLIC LIBRARY-REPLACEMENT BOOK FEE-25.00
HUNTZMAN ENTERPRISES-UNIFORM SHOULDER PATCH-PD-525.00
IMWCA-IMWCA FY24 INSTALLMENT 7-2,836.00
IOWA CODIFICATION-DEC 2023 SUPPLEMENT-393.00
IA LAW ENFORCEMENT ACADEMY-MMPI-2 EVAL - POLICE-150.00
KANOPY-ON DEMAND VIDEO SERVICE-17.00
LINN COUNTY R.E.C-STREET LIGHTS-294.03
MENARDS-BRINE TRUCK SETUP MTRLS-31.96
MOPPY MO'S-JANITORIAL SERVICES -700.00
MPEC-VEHICLE MAINT PARTS-PW-4.08
OLSON, KEVIN D-LEGAL SERVICES-JAN 2024-1,500.00
OMNISITE-LIFT STATION AUTOMATIC DIALER-378.00
OVERDRIVE-DIGITAL & AUDIO BOOKS-377.87
PARKSIDE SERVICE-F550 TIRES -PW-1,856.64
QUILL CORP-STORAGE BOXES-POLICE-43.39
STANARD & ASSOCIATES-POST EXAMINER'S MANUAL-PD-32.00
TRUCK EQUIPMENT-TRUCK BOX -PW-1,550.00
VEENSTRA & KIMM-VARIOUS PROJECTS-37,906.23
TOTAL--57,682.62
PAYROLL-WAGES, TAXES, EMPLOYEE BENEFITS - 1/5/2024 45,458.56
PAID BETWEEN MEETINGS
SISCO-HEALTH CLAIMS 12/26/2023-1,184.04
SISCO-HEALTH CLAIMS 1/2/2024-491.85
UMB BANK-GO BONDS FEES-1,250.00
AMAZON.COM-VARIOUS ITEMS FOR LIBRARY-182.11
AT&T MOBILITY-WIRELESS SERVICE-314.96
BAKER & TAYLOR-BOOKS-727.27
CAPITAL ONE-VARIOUS ITEMS FOR LIBRARY-260.84
DAVE'S WELDING & REPAIR-TRUCK BRAKE REPAIR-285.00
DREAMHOST WEBHOSTING-LIBRARY WEBSITE HOSTING-155.88
GRIEBANH INDUSTRIES-NAME PLATE - COUNCIL-25.00
HI-LINE-SHOP SUPPLIES-127.00
IOWA DNR-OPERATOR CERTIFICATE FEE-80.00
IOWA ONE CALL-UTILITY LOCATION SERVICE-76.50
JOHN DEERE FINANCIAL-UNIFORMS-PW-287.78
LEAF CAPITAL FUNDING-COPIER LEASES-CITY, LIBRARY-538.02
LIBERTY COMMUNICATIONS-LIBERTY COMMUNICATIONS-1,553.53
LYNCH'S PLUMBING-SEWER LINE REPAIR-LAREW-225.00
OFFICE OF AUDITOR OF STATE-AUDIT FY22 FILING FEE-425.00
PITNEY BOWES GLOBAL FINANCIAL-POSTAGE METER LEASE-LIBRARY-77.37
PITNEY BOWES PURCHASE POWER-REPLINISH POSTAGE-LIBRARY-50.00
QUILL-OFFICE & BLDG SUPPLIES-100.75
SINCLAIR TRACTOR-MOWER PARTS-246.69
STATE INDUSTRIAL PRODUCTS-CHEMICALS & SUPPLIES-1,484.40
THE HOME DEPOT PRO-BLDG SUPPLIES-LIBRARY-102.14
USA BLUE BOOK-WATER TESTING SUPPLIES-416.23
VERIZON WIRELESS-VERIZON WIRELESS-371.37
FELDMAN PERFORMANCE-FELDMAN PERFORMANCE-44.35
BRIAN LUMPA-TREE REMOVAL & STUMP GRIND-500.00
DES MOINES STAMP-SELF-INKING STAMPS-105.00
JOHNSON COUNTY AUDITOR-CITY/SCHOOL ELECTION FEES-824.52
LRS HOLDINGS-GARBAGE STICKERS-285.00
MACQUEEN EQUIPMENT-2023 BONNELL PRO LEAF LOADER-76,525.00
MEDIACOM-CABLE SERVICE-41.90
PLUNKETT'S PEST CONTROL-PEST CONTROL - CITY, TOWN HALL-57.78
METLIFE-INSURANCE-1,248.68
SISCO-INSURANCE-11,430.75
BOOMERANG-WW TREATMENT PAY ESTIMATE 14-328,409.30
SISCO-HEALTH CLAIMS 12/18/2023-20.71
ALLIANT ENERGY-ALLIANT ENERGY-10,532.37
CEDAR COUNTY COOPERATIVE-FUEL-FIRE-977.50
CULLIGAN WATER TECH-WATER SOFTENER SERVICE-29.99
LYNCH'S EXCAVATING-OLIPHANT WATER MAIN REPAIR-4,205.52
MPEC-SUPPLIES-FIRE-131.12
US BANK CORPORATE CARD-CREDIT CARD PURCHASES-5,519.07
WEST BRANCH REPAIRS-GENERATOR SERVICE-FIRE-252.50
TOTAL--452,179.79
GRAND TOTAL EXPENDITURES--555,320.97
FUND TOTALS
001 GENERAL FUND-56,027.86
022 CIVIC CENTER-667.08
031 LIBRARY -10,204.34
036 TORT LIABILITY-2,673.62
110 ROAD USE TAX-28,277.00
112 TRUST AND AGENCY-16,857.44
226 DEBT SERVICE-1,250.00
319 RELOCATING WATER & SEWER-239.65
321 WIDENING WAPSI CREEK-13,443.00
324 WW TREATMENT FACILITY-340,438.39
329 EASTSIDE WATER MAIN PH1-2,743.39
330 EASTSIDE WATER MAIN PH2-7,990.47
600 WATER FUND-43,619.66

610 SEWER FUND-30,356.77
740 STORM WATER UTILITY-532.30
GRAND FUND TOTAL--555,320.97

Motion by Dean, second by Sexton to approve the Consent agenda. AYES: Dean, Sexton, Horihan, Stoolman, Goodweiler. NAYS: None. Motion carried.

PRESENTATIONS / communications / open forum
None

PUBLIC HEARING / NON-CONSENT AGENDA
Second Reading Ordinance 812 - Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.
Motion by Sexton, second by Goodweiler to approve the Second Reading of Ordinance 812. AYES: Sexton, Horihan, Stoolman, Dean, Goodweiler. NAYS: None. Absent: Motion carried.

Second Reading Ordinance 812 - Amending the Code of Ordinance of the City of West Branch, as previously amended, by Changing Sewer Rates. / Move to action.
Motion by Dean, second by Horihan to approve the Third Reading of Ordinance 812. AYES: Sexton, Horihan, Stoolman, Goodweiler, Dean. NAYS: None. Absent: Motion carried.

ORDINANCE 812
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST BRANCH, AS PREVIOUSLY AMENDED, BY CHANGING SANITARY SEWER RATES.

WHEREAS, the City Council of the City of West Branch had heretofore deemed it necessary to raise sewer rates to keep up with inflation to ensure that the sewer system can be maintained in a good and working order.

BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF WEST BRANCH, CEDAR COUNTY, IOWA, AS FOLLOWS:

Section 1. Amendment. Section 99.02 of the Code of Ordinances of the City of West Branch, Iowa is hereby amended by deleting "Effective the first day of January each year, beginning in 2024, the customer monthly rates as set forth in Sections 99.01, 99.03, and 99.04 of this chapter, shall increase by 2% from the prior year. The City shall review the rates every two years to ensure that the system generates adequate revenues to pay the costs of operation and maintenance, including replacement costs, among users and user classes." And replacing with:
99.02 Annual Adjustment of Sewer Rates. Effective the first day of July each year, beginning in 2024, the customer monthly rates as set forth in Sections 99.01, 99.03, and 99.04 of this chapter, shall increase by 2% from the prior year. The City shall review the rates every two years to ensure that the system generates adequate revenues to pay the costs of operation and maintenance, including replacement costs, among users and user classes."

Resolution 2024-03 - Approving an Information Technology Support Contract with Mainstay Systems of Iowa LLC for the West Branch Police Department. / Move to action.
Motion by Dean, second by Sexton to approve Resolution 2024-03. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.
Laughlin asked if this was part of the WBPD capital improvement plan. Kofoed responded with yes. Horihan mentioned the price was reasonable based on his prior police chief tenure.
Resolution 2024-04 - Rescinding Resolution 2023-73 (Amending the City of West Branch, IA Employee Handbook). / Move to action.
Motion by Dean, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.
Kofoed explained WBPD was giving 100% family paid insurance in lieu of raises. Council recently increased police wages so this rescinds the 100% family paid insurance making all departments equal. Kofoed reminded council a new 90% paid proposal will be coming out in the next council meeting as switching insurance brokers has saved the city and taxpayers roughly 15% per year.
Resolution 2024-05 - Approving Pay Estimate Number 15 in the amount of \$127,157.50 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
Motion by Dean, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.
Resolution 2024-06 - Ordering construc-

tion of certain public improvements, approving preliminary plans, and fixing a date for hearing thereon and taking of bids for improvements known as the East Side Water Main Replacement Phase II Project. / Move to action.
Motion by Sexton, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT
Kofoed encouraged councilmembers to attend the upcoming Police Chief interviews.
COMMENTS from mayor and council members
Dean mentioned the WBPD received 35 calls for service in the last week. Dean and the rest of council thanked public works for their great work clearing the snows.
adjournment
Motion to adjourn by Sexton, second by Dean. Motion carried on a voice vote. City Council meeting adjourned at 7:22 p.m.

Roger Laughlin, Mayor
ATTEST:
Leslie Brick, City Clerk
I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2024.
City Clerk

Resolution 2024-03 - Approving an Information Technology Support Contract with Mainstay Systems of Iowa LLC for the West Branch Police Department. / Move to action.
Motion by Dean, second by Sexton to approve Resolution 2024-03. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.
Laughlin asked if this was part of the WBPD capital improvement plan. Kofoed responded with yes. Horihan mentioned the price was reasonable based on his prior police chief tenure.
Resolution 2024-04 - Rescinding Resolution 2023-73 (Amending the City of West Branch, IA Employee Handbook). / Move to action.
Motion by Dean, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.
Kofoed explained WBPD was giving 100% family paid insurance in lieu of raises. Council recently increased police wages so this rescinds the 100% family paid insurance making all departments equal. Kofoed reminded council a new 90% paid proposal will be coming out in the next council meeting as switching insurance brokers has saved the city and taxpayers roughly 15% per year.
Resolution 2024-05 - Approving Pay Estimate Number 15 in the amount of \$127,157.50 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
Motion by Dean, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.
Resolution 2024-06 - Ordering construc-

tion of certain public improvements, approving preliminary plans, and fixing a date for hearing thereon and taking of bids for improvements known as the East Side Water Main Replacement Phase II Project. / Move to action.
Motion by Sexton, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.

CITY ADMINISTRATOR REPORT
Kofoed encouraged councilmembers to attend the upcoming Police Chief interviews.
COMMENTS from mayor and council members
Dean mentioned the WBPD received 35 calls for service in the last week. Dean and the rest of council thanked public works for their great work clearing the snows.
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Roger Laughlin, Mayor
ATTEST:
Leslie Brick, City Clerk
I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2024.
City Clerk

Resolution 2024-03 - Approving an Information Technology Support Contract with Mainstay Systems of Iowa LLC for the West Branch Police Department. / Move to action.
Motion by Dean, second by Sexton to approve Resolution 2024-03. AYES: Dean, Sexton, Stoolman, Horihan. NAYS: None. Absent: Goodweiler. Motion carried.
Laughlin asked if this was part of the WBPD capital improvement plan. Kofoed responded with yes. Horihan mentioned the price was reasonable based on his prior police chief tenure.
Resolution 2024-04 - Rescinding Resolution 2023-73 (Amending the City of West Branch, IA Employee Handbook). / Move to action.
Motion by Dean, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.
Kofoed explained WBPD was giving 100% family paid insurance in lieu of raises. Council recently increased police wages so this rescinds the 100% family paid insurance making all departments equal. Kofoed reminded council a new 90% paid proposal will be coming out in the next council meeting as switching insurance brokers has saved the city and taxpayers roughly 15% per year.
Resolution 2024-05 - Approving Pay Estimate Number 15 in the amount of \$127,157.50 to Boomerang Corp. for the Wastewater Treatment Facility Improvements Project. / Move to action.
Motion by Dean, second by Goodweiler to approve Resolution 2024-04. AYES: Dean, Sexton, Stoolman, Horihan, Goodweiler. NAYS: None. Motion carried.
Resolution 2024-06 - Ordering construc-

are just 'assumptions' as the budget is still a work in progress. Kofoed went on to show the City's current reserve requirements (as recommended by the state). He also highlighted some of the progress the City has made with prior Council goals. Kofoed said highlights for 2023 were: water tower painting, small cuts to parks and rec programs not breaking even, east side water main phase I completion, more sustainable approach to Hoover's Hometown Days, Cedar Johnson roundabout completion, Town Hall fee increases for sustainability, continuing work with flood mitigation, planning for upgrades to the east side water main phase II, improving fund reserves during times of financial uncertainty to prepare for emergency spending, if it arises.
Kofoed asked the Council to consider several items:
Expenses
• Increase Police Department to allow for five full time officers and ILEA training, equipment, and uniforms for four new officers.
• Minor increases to clerk and treasurer to add training and wages for Deputy Clerk position.
Cuts
• Cut full time Parks and Rec Director position and creating a Deputy Clerk/ Recreation Coordinator position.
Services.
• Reducing West Branch Public Library support.
• Eliminating home rebate program.
Laughlin asked about how property tax levy will be affected with the new valuations. Sexton asked about Road Use Tax revenue, Kofoed explained the state sets the formula to cities and it's only increasing by \$1 per resident a year. Goodweiler suggested that is less than 1%. Sexton mentioned considering a city run trash and recycling program, planning for the City Clerk retirement, and Greenview Water loop. Stoolman asked about Public Works equipment, how utility rates are impacting revenue and residents, and asked if road use tax would be able to pay for large street projects. Goodale explained that larger street projects would have to be funded through bonds and the road use tax run is only enough to fund operations. Horihan asked about fire training and Chief Stoolman said that yes and it is in their requested budget.
adjournment
Motion to adjourn by Dean, second by Sexton. Motion carried on a voice vote. City Council meeting adjourned at 6:44 p.m.

Roger Laughlin, Mayor
ATTEST:
Adam Kofoed, City Administrator
WBT 4

West Branch school bills

West Branch Community School District
BILLS FOR APPROVAL
01/10/2024 04:07 PM
Vendor Name-Detail Description-Amount
Checking Account ID 1
Fund Number 10
GENERAL FUND
ACME TOOLS-SUPPLIES-936.03
AGVANTAGE FS-GAS-4,756.08
AHLERS AND COONEY-SERVICE-90.00
ALLIANT UTILITIES-UTILITIES-20,002.84
ANDERSON ERICKSON DAIRY CO-SUPPLIES-16.32
BIO CORPORATION-SUPPLIES-284.64
BMO-PTO - BUTIKOFER-6,687.52
CEDAR COUNTY REPAIR-REPAIRS-72.01
CITY OF WEST BRANCH-UTILITIES-2,471.19
CLAIMAID-SERVICE-1,430.41
D&R PEST CONTROL-SERVICE-1,370.00
DATA MANAGEMENT INC, DBA THRESHOLD-SUPPLIES-228.61
DHS CASHIER 1ST FLOOR-MEDICAID-12,484.64
DIAMOND VOGEL PAINTS-SUPPLIES-68.49
FRED'S FEED AND SUPPLY-SERVICE-3.84
GAZETTE COMMUNICATIONS, THE-SERVICE-40.00
GOOD GUYS AUTOCARE-REPAIRS-976.47
GRAINGER-SUPPLIES-122.71
GRANT WOOD AEA-CERTIFICATION-385.40
GRAY BARN INDUSTRIES-SUPPLIES-131.22
GREENWOOD CLEANING SYSTEMS-SUPPLIES-2,368.15
HAWKEYE FIRE AND SAFETY INC-SERVICE-599.00
HAWKEYE WASTE-SERVICE-1,544.00
HEARTLAND SHREDDING INC-SERVICE-140.00
IOWA ASSOC OF SCHOOL BOARDS-CONFERENCE-2,245.00
J W PEPPER-SUPPLIES-242.00
JAYMAR BUSINESS FORMS-SUPPLIES-441.87
JIMMERSON, MARTY-TRAVEL-1,100.40
JOHNSON COUNTY AUDITORELECTION-1,541.48
KIRKWOOD COMMUNITY COLLEGE-PSEO-5,540.00
KRAFKA LAWN-SERVICE-12,706.50
LENOCH & CILEK HARDWARE-SUPPLIES-15.58
LIBERTY COMMUNICATIONS-PHONE/INTERNET-3,138.59
LIBERTY DOORS INC-SERVICE-190.00
LINN, KIMBERLY-TRAVEL-484.84
LOWE'S-SUPPLIES-1,012.76
LYNCH'S PLUMBING-SERVICE-344.20
MATHESON TRIGAS-SUPPLIES-39.68
MCELHINNEY, KRISTIN-TRAVEL-86.48
MEDICAL ENTERPRISES-

SEE LEGALS, P7

MARTIN P BROWN CPA
Certified Public Accountant
"Managing Peoples' Business"
1405 N Elm St, Suite 102, West Liberty
(319) 627-7389 Email: mpbrown@Lcom.net

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- Health Insurance, 401K with company match, and paid time off

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www.cedarcountycoop.com/careers

Questions? Contact Matt Willimack at
mwillimack@cedarcountycoop.com

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On your side.

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CUSTOM APPLICATOR

- Operate and maintain custom application equipment
- Flexible hours in off season
- Competitive wage
- Health Insurance, 401K with company match, and paid time off
- Applicator licence preferred, willing to train

See full job description and application at:
www.cedarcountycoop.com/careers

Questions? Contact Travis Benhart at
tbenhart@cedarcountycoop.com

68 Acres m/l - Muscatine County, IA

64.15 tillable acres - 84.1 CSR2
\$14,000/ acre - Wilton Township
<https://peoplescompany.com/listings/land-muscatine-county-iowa-68-acres-listing-number-17236>

Chase Steggall
Office: 855.800.LAND
Cell: 319.270.5402

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