

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD REMOTELY IN THE COUNCIL CHAMBERS OF THE WEST BRANCH CITY HALL, 121 N. FOURTH STREET ON MONDAY, APRIL 6, 2020.

Mayor Frechette called the meeting to order at 6:00 p.m.

Present: Mayor Paul Frechette, Council Members Joanne Bennett, Mike Jackson, Chris Powley, Ellen Pugh, Rusty Showalter, and Cathy Zimmerman.

Absent: None

Other officers present: City Manager Frank Goodroe, Clerk/Treasurer John Dantzer, City Attorney Greg Meihn, and Police Chief Ken Walters.

All stood for the Pledge of Allegiance.

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MOTION BY ZIMMERMAN, SECOND BY SHOWALTER, TO PAY BILLS IN THE AMOUNT OF \$54,965.54.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None Absent – None Motion carried

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MOTION BY SHOWALTER, SECOND BY PUGH, TO APPROVE THE SPECIAL EVENT PERMITS FOR THE INDEPENDENCE DAY PARADE AND CIRCUS CONTINGENT UPON FUTURE STATE GUIDELINES.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None Absent – None Motion carried

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MOTION BY ZIMMERMAN, SECOND BY PUGH TO APPROVE THE BANNER APPLICATION FOR THE SURLINE PTO COLOR RUN.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None Absent – None Motion carried

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MOTION BY FRECHETTE, SECOND BY JACKSON TO POSTPONE THE COUNCIL GOAL SETTING PRESENTATION UNTIL THE FIRST MEETING IN MAY.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY ZIMMERMAN, SECOND BY PUGH, TO APPOINT NICK HOLTON AS THE COUNCIL GOAL PRESENTER.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY JACKSON, SECOND BY POWLEY, TO APPROVE THE APPOINTMENTS OF DAN GREENIER AND ALAN BRUDER FOR A 1 YEAR TERM, MARK DANTZER AND RYAN MUNSON FOR A TWO YEAR TERM, AND KIM ERVANS, FRANK GOODROE, AND JOHN DANTZER FOR A 3 YEAR TERM TO THE BROWNFIELD REDEVELOPMENT AUTHORITY.

Yes — Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – Bennett

Absent – None

Motion carried

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MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE THE CDBG GRANT IN THE AMOUNT OF \$606,912.30 FOR THE GATHERING PLACE AS SUBMITTED.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY FRECHETTE, SECOND BY SHOWALTER, TO APPROVE RESOLUTION 20-08

RESOLUTION #20-08

WHEREAS, in reviewing the revenues and expenditures on a monthly basis it is determined that the General Fund, Industrial Park Fund, and Housing Resource Fund will exceed their projected revenues and expenditures, and

WHEREAS, the revenues and expenditures increases were due to the creation of an economic development and code enforcement department, and

WHEREAS, the revenues and expenditures in the Brownfield Redevelopment Authority will be exceeded due to the creation of the Brownfield Authority, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby amends the budget in Fund 101, General Fund; Fund 251, Industrial Park Fund; Fund 276, Housing Resource Fund; and Fund 243, Brownfield Redevelopment Authority as follows:

	Budget	Amended
FUND 101 GENERAL FUND		
Dept. 728 Economic Development		
TOTAL REVENUES		
101-728.000-634.400 Grants	0	5,000
101-728.000-683.402 Transfer from housing resource	0	2,000
101-728.000-684.402 Transfer from IDC	0	4,391
TOTAL REVENUES	0	11,391
EXPENDITURES		
101-728.000-703.700 Salaries and wages	0	8,462
101-728.000-714.700 Mandatory Medicare	0	122
101-728.000-715.700 Social Security	0	522
101-728.000-720.70 Work Comp premium	0	33
101-728.000-724.700 Unemploy Ins. benefit	0	2
101-728.000-727.000 Operating Supplies	0	500
101-728.000-811.700 Membership and dues	0	750
101-728.000-956.700 Expenses	0	1,000
TOTAL EXPENDITURES	0	11,391
FUND BALANCE	1,018,405	1,018,405

FUND 251 INDUSTRIAL PARK FUND

EXPENDITURES		
251-965.000-999.700 Transfer to General Fund	0	4,391
TOTAL EXPENDITURES	0	4,391
FUND BALANCE	227,669	223,278

FUND 276 HOUSING RESOURCE FUND

EXPENDITURES		
276-965.000-999.700 Transfer to General Fund	0	2,000
TOTAL EXPENDITURES	0	2,000
FUND BALANCE	205,208	203,208

FUND 101 GENERAL FUND

Dept. 729 Code Enforcement

EXPENDITURES

101-729.000-703.700 Salaries and wages	0	8,357
101-728.000-714.700 Mandatory Medicare	0	120
101-728.000-715.700 Social Security	0	516
101-728.000-720.70 Work Comp premium	0	33
101-728.000-724.700 Unemploy Ins. benefit	0	2
101-728.000-801.700 Contractual services	0	1,000
TOTAL EXPENDITURES	0	10,028

Dept. 301 Police Department

EXPENDITURES

101-301.000-722.700 Administrative Salaries and wages	29,220	20,863
101-301.000-714.700 Mandatory Medicare	4,435	4,315
101-301.000-715.700 Social Security	18,950	18,434
101-301.000-720.70 Work Comp premium	7,040	7,007
101-301.000-724.700 Unemploy Ins. benefit	50	48
101-301.000-801.700 Contractual services	10,975	9,975
TOTAL EXPENDITURES	472,800	462,772

FUND 243 BROWNFIELD REDEVELOPMENT AUTHORITY

REVENUES

243-000.000-982.402 Transfer from General Fund	0	1,000
TOTAL REVENUES	0	1,000
FUND BALANCE	0	1,000

FUND 101 GENERAL FUND

EXPENDITURES

101-999.000-999.701 Transfer to BRA	0	1,000
TOTAL EXPENDITURES	0	1,000
FUND BALANCE	1,018,405	1,017,405

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY SHOWALTER, SECOND BY PUGH, TO APPROVE THE APPOINTMENT OF TIFFANY SCHMIEDER KUPS TO THE OPEN SEAT ON THE PLANNING COMMISSION WITH A TERM TO EXPIRE 11/30/21

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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Manager Goodroe gave a virus update including updates to the City staffing and City services.

Manager Goodroe also gave an update on grants and noted the City was not chosen for the CEDAM Fellowship grant and the application for the AARP grant was submitted.

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MOTION BY JACKSON, SECOND BY SHOWALTER, TO APPROVE THE MINUTES WITH CORRECTIONS AND SUMMARY OF MINUTES FROM THE MEETING HELD MARCH 16, 2020 AND THE MINUTES WITH CORRECTIONS AND SUMMARY OF MINUTES FROM THE SPECIAL MEETING HELD MARCH 18, 2020.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY SHOWALTER, SECOND BY PUGH, TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; THE MINUTES FROM THE BOARD OF REVIEW MEETING HELD MARCH 9, 2020; AND THE MARCH CODE ENFORCEMENT REPORT.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Showalter, Zimmerman

No – None

Absent – None

Motion carried

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Mayor Frechette noted his appreciation for the work everyone did in getting prepared for the video conference meeting and noted he was asked about putting the U.S. Flags out earlier this year.

Member Zimmerman noted there were lots of leaves being put out for pickup.

Member Showalter noted that the Chamber will be working on a downtown block party once the restrictions are lifted and reminded everyone to stay safe.

Member Jackson asked if there were any upcoming issues for the Planning Commission. Clerk/Treasurer Dantzer noted nothing has been turned into the City for them.

Manager Goodroe noted that the City is and will continue to work with other emergency services during this pandemic

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Mayor Frechette adjourned the meeting at 7:19 pm.

Paul Frechette, Mayor

John Dantzer, Clerk