

**AGENDA**

**PLEDGE OF ALLEGIANCE**  
**MAYOR HANS TROUSIL PRESIDING**  
**CALL TO ORDER - ROLL CALL**  
**PERFECTING & APPROVAL OF AGENDA**

**CONSENT AGENDA**

1. Approve Minutes from Regular City Council Meeting on February 20, 2008
2. Approve Chief Oblein's Attendance to Governor's Highway Traffic Safety Conference
3. Approve Payment to City of Burlington for Traffic Signal Repair - \$1,527.29
4. Approve the Purchase of Decorative Banners and Lights for Downtown Light Poles
5. Approve Claims as Presented in the Amount of \$225,807.11

**CITIZEN'S INQUIRIES:**

**PUBLIC HEARING:** To Consider the City's Budget for Fiscal Year July 2008 – June 2009

1. Consider a Resolution Approving the Budget for Fiscal Year July 2008 – June 2009

**COMMITTEE REPORTS:**

**PUBLIC SAFETY**  
**FINANCE**  
**SANITATION**  
**UTILITIES**  
**STREETS**

**NEW BUSINESS:**

1. Consider Payment to Ricchio, Inc. for Swimming Pool Construction - \$135,175.00
2. Consider Payment to Hometown Plumbing and Heating for Swimming Pool Construction - \$66,500.00
3. Consider Payment to Snyder & Associates for Engineering Services - \$1,761.25
4. Consider Hiring Seasonal Help for the Public Works Department
5. Consider Purchase of Patron Scanning System and Point of Sale System for Swimming Pool
6. Consider Architectural/Engineering Services Agreement with Metzger Johnson Architects to Design Addition to the Fire Station
7. Consider Amending the Fire Department's Policy Concerning the Number of Fire Fighters Living Outside City Limits
8. Consider Purchase of Bunker Gear for the Fire Department
9. Consider a Resolution Setting Public Hearing Date of March 19<sup>th</sup> to Consider the Plans, Specifications and Estimated Cost of Construction and Letting of Bids for the Water Distribution System Improvement Project
10. Consider Purchase of Computers for City Council Members

**OLD BUSINESS:**

**CITIZEN'S INQUIRIES:**  
**MAYOR'S INQUIRIES:**  
**ADJOURN**

**Regular Council Meeting March 5, 2008 – 6:00 p.m.** The West Burlington City Council met in regular session at 122 Broadway Street with Mayor Trousil presiding. Council members Marc Pilger, Rod Crowner, Rick Raleigh, Tom Law and Therese Lees were present. City Administrator Dan Gifford, Public Works Director Randy Fry and Police Chief Alex Oblein were also present.

Lees made a motion, second by Pilger, to approve the Agenda. Roll call vote: Raleigh, Law, Lees, Pilger and Crowner voted aye. Motion carried.

Lees made a motion, second by Pilger, to approve the Consent Agenda as follows. Roll call vote: Law, Lees, Pilger, Crowner and Raleigh voted aye. Motion carried.

1. Minutes from Regular City Council Meeting on February 20, 2008
2. Chief Oblein's Attendance to Governor's Highway Traffic Safety Conference
3. Payment to City of Burlington for Traffic Signal Repair - \$1,527.29
4. Purchase of Decorative Banners and Lights for Downtown Light Poles
5. Claims as Presented in the Amount of \$225,807.11

#### **CITIZEN'S INQUIRIES:**

**PUBLIC HEARING: To Consider the Budget for Fiscal Year 2008/2009** – The Public Hearing was opened at 6:02 p.m. Mayor Trousil reviewed the budget summary documents prepared by Finance Officer Sattler, which included a levy rate of \$10.00. The documentation included history of levy rates, rollback, levy rate for all taxing entities and a breakdown of expenditures and debt service. The proposed budget includes an increase in the Garbage collection fee from \$8.03 to \$8.15. To verbal or written comments were received concerning the proposed budget. The Public Hearing was closed at 6:21 p.m.

**Consider a Resolution Approving the Budget for FY 08/09** - Crowner made a motion, second by Raleigh, to lower the proposed levy from \$10.00 to \$9.86. Crowner stated that the school district had made a good faith effort to keep taxes in West Burlington low by agreeing to lower their levy eight-six cents following the City's decision to release \$500,000 in TIF increment. Crowner felt that the City should do their part and lower the levy from \$10.00 to \$9.86. This would mean a combined reduction of \$1.00 in the City and School tax levy. The decision to release TIF increment allows more revenue to be collected in the general fund levy. Crowner stated that the general fund would have been approximately \$180,000 short in FY08/09 without the release of TIF increment. Mayor Trousil reminded council that even with the release of \$500,000 in TIF increment the general fund will still need to borrow approximately \$40,000 from reserves to balance the budget and lowering the levy another fourteen cents will result in borrowing closer to \$60,000 from reserves to balance the budget.

Law disagreed with reducing the levy and felt that reducing the levy this year will mean collecting revenue down the road to make up for it. Law felt that being able to keep the levy rate the same as last year could also be considered a step forward. There being no further discussion Mayor Trousil called for a roll call vote. Lee, Crowner and Raleigh voted aye. Pilger and Law voted nay. Motion carried. Finance Officer Sattler will make necessary changes in the budget documents to reflect a levy rate of \$9.86 for FY08/09.

Mayor Trousil asked Council to consider the budget documents as presented for FY08/09 with the amended levy rate of \$9.86. Crowner made a motion, second by Raleigh, to approve the Budget for FY 08/09. Roll call vote. Lees, Pilger, Crowner, Raleigh and Law voted aye. Motion carried.

#### **COMMITTEE REPORTS:**

**PUBLIC SAFETY** – Chief Oblein reported that the department had performed tobacco compliance checks, which resulted in two retailers selling tobacco to minors. Chief Oblein has applied for an Alcohol Enforcement Grant to help pay for overtime expenses. He also met with citizens concerning proposed amendments to the City's Animal Control Ordinance.

**FINANCE** – Nothing to report

**SANITATION** – Public Works Director Fry informed Council that a blower in the south lift station quit working and a new one had to be ordered at a cost of \$4,145.

**UTILITIES** – Mayor Trousil reported that he and City Administer Gifford met with representatives from Grow Greater Burlington and Burlington Water Works concerning limits of water consumption for West Burlington, Burlington and Des Moines County and the impact it has on attracting larger commercial/industrial businesses with a need for large water consumption. In order to produce more water, upgrades are needed at the Burlington Water Plant. Grow Greater Burlington would like to have a study done in order to find out what upgrades need to be made in order to produce more water. They have agreed to contribute \$5,000 toward the \$15,000 study and are asking West Burlington, Burlington, Des Moines County and Burlington Water Works to make up the addition \$10,000.

**STREETS** – Public Works Director Fry reported that crews are patching and sweeping streets and when weather permits.

**Consider Payment to Ricchio, Inc. for Swimming Pool Construction - \$135,175.00** – Lees made a motion, second by Pilger, to approve a payment of \$135,175 to Ricchio, Inc. for swimming pool construction. Roll call vote. Raleigh, Law, Lees, Pilger and Crowner voted aye. Motion carried.

**Consider Payment to Hometown Plumbing and Heating for Swimming Pool Construction - \$66,500.00** – Crowner made a motion, second by Lees, to approve payment to Hometown Plumbing and Heating for Swimming Pool Construction in the amount of \$66,500. Roll call vote. Law, Lees, Pilger, Crowner and Raleigh voted aye. Motion carried.

**Consider Payment to Snyder & Associates for Engineering Services - \$1,761.25** – Raleigh made a motion, second by Lees, to approve a payment of \$1,761.25 to Snyder & Associates for Engineering Services related to the Water Distribution System Improvement Project. Roll call vote. Lees, Pilger, Crowner, Raleigh and Law voted aye. Motion carried.

**Consider Hiring Seasonal Help for the Public Works Department** – Public Works Director Fry asked Council to consider hiring Alyssa Sarazin and Joel Schneden for seasonal labor in the Public Works Department. Alyssa has asked for a wage of \$10.00 per hour. Fry stated that Alyssa does a good job maintaining all of the flower beds in all the parks and in the downtown area as well as mowing and trimming. Alyssa would also be able to do the landscaping at the swimming pool rather than hire an outside company. Fry recommended a wage of \$10.00 per hour for Alyssa Sarazin and \$8.50 per hour for Joel Schneden. Fry also asked for permission to hire a third person with a starting wage of \$8.00 per hour. Crowner made a motion, second by Pilger, to hire Alyssa Sarazin, Joel Schneden and a third person at the recommended wages. Roll call Pilger, Crowner, Raleigh, Law and Lees voted aye. Motion carried.

**Consider Purchase of Patron Scanning System and Point of Sale System for Swimming Pool** – Staff has looked at patron scanning software from three software companies and recommended purchasing Membership Card Creation & Patron Tracking Software along with Point of Sale System from Ban-Koe Systems Group, Inc. at a cost of \$13,480.40. The software will allow membership cards to be created at the pool, track daily admission statistics, concession sales and inventory information. Patrons will also be able to apply money to their membership cards to purchase items at the concession stand. The City will need to supply a computer to operate the patron tracking software. City Administrator Gifford estimated the cost of a new computer to be approximately \$700. Crowner made a motion, second by Law, to approve the purchase of a patron scanning system and point of sale system from Ban-Koe Systems Group, Inc. at a cost of \$13,480.40 and purchase a computer to operate the system at a cost of \$700. Roll call vote. Pilger, Crowner, Raleigh, Law and Lees voted aye. Motion carried.

**Consider Architectural/Engineering Services Agreement with Metzger Johnson Architects to Design Addition to the Fire Station** – Metzger Johnson Architects has prepared an Architectural/Engineering Services Agreement to design an addition to the Fire Station at a cost of \$8,850.00. Roll call vote. Raleigh, Law, Lees, Pilger and Crowner voted aye. Motion carried.

**Consider Amending the Fire Department's Policy Concerning the Number of Fire Fighters Living Outside City Limits** – Fire Chief Kesterke asked Council to consider amending the Fire Department's policy concerning the number of fire fighters allowed on the department who live outside of the city limits, but within a two mile radius. Currently the policy allows 10 members to live outside of the city limits. Chief Kesterke has asked that it be increased to 12 members. Kesterke feels that increasing this number will increase the number of fire fighters responding during low response hours. Lees made a motion, second by Pilger, to approve increasing the number of volunteer fire fighters living outside of the City limits from 10 to 12. Roll call vote. Law, Lees, Pilger, Crowner, Raleigh voted aye. Motion carried.

**Consider Purchase of Bunker Gear for the Fire Department** – Lees made a motion, second by Crouner, to approve the purchase of five sets of replacement bunker gear at a cost of approximately \$6,315. Roll call vote. Lees, Pilger, Crouner, Raleigh and Law voted aye. Motion carried.

**Consider a Resolution Setting Public Hearing Date of March 19th to Consider the Plans, Specifications and Estimated Cost of Construction and Letting of Bids for the Water Distribution System Improvement Project** - Lees made a motion, second by Crouner, to approve a resolution setting a public hearing date of March 19<sup>th</sup> at 6:00 p.m. and bid letting on Division I of the Water Distribution System Improvement Project, which will extend water west on Hwy 406 Rd, along Hwy 34 and into the Iowa Army Ammunition Plant. Roll call vote. Pilger, Crouner, Raleigh, Law and Lees.

Mayor Trousil informed Council that an Archeological Study will have to be conducted on Division Street at the new location for the second connection to Burlington Water.

**Consider Purchase of Computers for City Council Members** – Council set aside \$2,200 in the current budget to purchase computers for each city council member. City Administrator Gifford presented a quote of \$2,999.95 plus \$65.00 shipping and handling to purchase five IBM laptop computers. Administrator Gifford feels that this is a good price and recommended proceeding with the purchase at this time. Pilger made a motion, second by Crouner, to approve the purchase of five IBM computers for city council members. Roll call vote. Pilger, Crouner, Raleigh, Law voted aye. Lees voted nay. Motion carried.

**OLD BUSINESS:** No Old Business to discuss.

**CITIZEN'S INQUIRIES:** None

**MAYOR'S INQUIRIES:** None

**ADJOURN :** There being no further business, the meeting adjourned at 7:25 p.m. upon motion by Lees, second by Pilger. Voice vote: All ayes. Motion carried.

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Approved

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Kelly D. Fry, City Clerk

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Hans K. Trousil, Mayor

City of West Burlington  
 Claims List  
 3/5/2008

3E	BOLT SPIKE	69.57
ALLGOOD ANIMAL HOSPITAL	EUTHANASIAS	10.00
AMERICAN PLANNING ASSOCIAT	MEMBERSHIP DUES - GIFFORD	338.00
AXA EQUITABLE	DEFERRED COMP.	425.00
BAUER BUILT INC.	TIRES - UNIT 4	320.44
BIO-KEY INTERNATIONAL	TRAINING	631.58
BONAR, ANGELA	FLEX	57.51
BRISSEY, WILLIAM	FLEX	229.40
BRITE-WAY SERVICES	CITY HALL WINDOW CLEANING	145.00
BROZENE HYDRAULIC SERVICE	OIL	8.21
BURLINGTON HYDRAULIC SERVI	RUBBER EDGE	110.25
BURLINGTON/W. BURLINGTON U	UNITED WAY EE DEDUCTION	4.00
BUSTER,DANA	FLEX	62.30
C & J JANITORIAL SRV	FIRE STATION CLEANING	135.00
CARPENTER UNIFORM & PROMOT	BATTERY	32.04
CESSFORD CONSTRUCTION CO	FILL SAND	700.10
CITY OF BURLINGTON	ANIMAL SHELTER HOUSING	1712.49
CITY OF WEST BURLINGTON	MEDICAL UNION DEDUCTIONS	748.08
CITY OF WEST BURLINGTON FL	FLEX DEPENDENT CARE DEDUCT	977.10
CLEAR FALLS BOTTLED WATER	COOLER RENT & BOTTLED WATER	17.50
CLINE, TROY	FLEX	504.25
COMMUNICATION WORKERS OF A	UNION DUES	541.60
CURE SOLUTIONS LLC	SSL & ROUTER CONF.	324.99
DES MOINES CO. ATTORNEY	MONTHLY FEE FOR PROSECUTION	333.33
DIVISION OF CRIMINAL INVES	PRINTRAKS-T1	549.85
ELECTRONIC APPLICATIONS CO	CAMERA SWITCH/ALT - UNIT 6	202.50
FEDERAL ELECTRONIC TAX PAY	FEDERAL TAXES	10176.53
FIRST CONSTRUCTION GROUP I	POOL CONSTRUCTION	91399.50
FRY, RANDY	PARTIAL SELF FUNDING	520.18
GIFFORD, DAN	PARTIAL SELF FUNDING	22.30
GREAT RIVER MEDICAL CENTER	PARTIAL SELF FUNDING	3778.73
GROUP SERVICES INC.	MED. INS. REIMBURSEMENT	314.77
HILLYER CHIROPRACTIC	PARTIAL SELF FUNDING	62.40
HOLTKAMP'S TRAILER REPAIR	TRUCK REPAIRS	186.40
HOMETOWN PLUMBING & HEATIN	POOL CONSTRUCTION	66500.00
HUSEMAN,STEPHONIE Q	PARTIAL SELF FUNDING	315.89
HY-VEE #1042	PARTIAL SELF FUNDING	234.42
HY-VEE #1044	PARTIAL SELF FUNDING	164.23
IDEAL READY MIX CO. INC.	ROCK	31.00
IL STATE DISBURSEMENT UNIT	PAYROLL DEDUCTION	140.00
ILLINOIS DEPARTMENT OF REV	ILLINOIS W/H	48.41
INDUSTRIAL MOTORS INC.	BELTS	234.00
IOWA FIREMEN'S ASSOCIATION	ANNUAL DUES-28 FIREMAN	490.00
IOWA PUBLIC EMPLOYEES' RET	IPERS REGULAR	4816.60
IOWA RURAL WATER ASSOC.	SPRING CONFERENCE-R FRY	225.00
IOWA STATE UNIVERSITY	CONFERENCE-OBLEIN	35.00
J & C INVESTMENTS	EMERALD GLENN LIFT STATION	15000.00

LAVEINE SANITATION INC.	GARBAGE & TRASH HAULING	7844.34
LEGISLATIVE SERVICES AGENC	2007 IA CODE BOOK W/SUPPLEME	395.00
MCCABE,DONALD R	PARTIAL SELF FUND	60.00
MELSSSEN, ELDON	PARTIAL SELF FUNDING	370.60
MELVIN,T.W,	PARTIAL SELF FUNDING	28.80
MESECHER,RODNEY E	FLEX	77.21
MIDWEST JANITORIAL SERVICE	JANITORIAL SERVICE	360.06
MIDWEST RADAR & EQUIP.	CALIBRATE RADARS	225.00
MISCELLANEOUS VENDOR	JSR ENTERPRISES LLC	11.77
MONROE TRUCK EQUIPMENT INC	MOTOR	170.01
MUNICIPAL SUPPLY INC.	REPAIR CLAMPS	1688.78
NEWBERRY JR., FRANK	FLEX	300.00
NORTH AMERICAN SALT COMPAN	SALT	1262.38
OBLEIN, ALEX	FLEX	0.80
PEASLEY DO,DANIEL J	PARTIAL SELF FUNDING	57.60
POLSON, GLENN LYLE	FLEX	95.44
POSTMASTER	MARCH WATERBILLS	309.20
QWEST	TELEPHONE SERVICE	154.12
SATTLER, LESLIE	PARTIAL SELF FUNDING	85.70
SEARS COMMERCIAL ONE	TOOLS	25.97
SHERBONDY DC,DAVID A.	PARTIAL SELF FUNDING	28.80
SHOTTENKIRK SUPERSTORE	ALTERNATOR	525.45
SNYDER & ASSOCIATES INC.	406 & SECOND CONNECTION	1761.25
SOUTHEASTERN COMMUNITY COL	JOB FAIR	1126.00
STAPLES CREDIT PLAN	PENCILS/SHARPENER	642.25
SUMMIT SUPPLY	GLASSES	22.00
SUNSET TRANSMISSION INC.	TRANSMISSION MOUNT	28.80
TREASURER STATE OF IOWA	WITHHELD TAXES	1598.00
US CELLULAR	CELLULAR TELEPHONES	112.10
USA BLUEBOOK	FLOATS/FILTERS	221.44
WALMART	PAPER PRODUCTS/BATTERIES	64.91
WEST BURLINGTON POST PROM	POST PROM DONATION	250.00
WRIGHT EXPRESS	FUEL	2017.88

Fund Totals		
GENERAL FUND		27374.17
ROAD USE		4426.94
LOCAL OPTION SALES TAX		15000.00
GENERAL OBLIGATION/TIF BO		157899.50
WATER		7398.95
SEWER		6336.22
MEDICAL INSURANCE RESERVE		5580.82
FLEX ACCOUNT		1790.51

GRAND TOTAL		225807.11
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