

**REGULAR COUNCIL MEETING  
TUESDAY DECEMBER 03, 2019  
CITY OF WEST LIBERTY, IOWA**

Mayor Robert Hartman called the regular council meeting to order at 7:30 p.m. with the following Council Members present Council - Members Diane Beranek, David Smith, Cara McFerren and Robert Rock. Council Member Joey Iske was absent. City Clerk/Treasurer Geertz, Electric Superintendent Ed Tvrs, and Interim Police Chief Lira were also present for meeting.

**APPROVAL OF THE CONSENT AGENDA**

1. The consent agenda was approved by the City Council and consisted of the Regular City County meeting minutes November 17, 2019 and City Clerk/Treasurer Report October 2019 4-0 (Rock/Beranek)

**PAYMENTS/EXPENDITURES**

1. City Council approved amended Vendor Voucher Claims in the Amount of \$294916.64: 4-0 (Beranek/Rock)

**LIQUOR LICENSE AND/OR BEER PERMITS**

1. City Council approved Class C Liquor License for El Patio: 4-0 (Beranek/Rock)
2. City Council approved Class E Liquor License for Thoma Market LLC D/B/A Jeff's Market: 4-0 (Rock/Beranek)

**PUBLIC COMMENTS AND/OR CORRESPONDENCE**

1. Latinos Unidos sent a letter of appreciation for the City's support with the September 14<sup>th</sup> celebration, Fiesta Latina 2019.
2. West Liberty School Superintendent Dr. Diego Giraldo reached out via phone with City Clerk Geertz and has communicated interest with participation of new hires for the Chief of Police and City Manager.

**CITY BOARDS/COMMISSIONS AND COMMITTEE REPORTS**

1. Council Member Rock reported an Ambulance Board meeting was held and the 2020 budget was the discussion.
2. Mayor Pro Tem Beranek reported the following:
  - I have attended a development meeting with regards to the Dutton property and 115 E 3<sup>rd</sup> Street Project with City Engineer Leo Foley. The discussion with the Dutton property project consisted of reviewing sanitary system and costs. 115 E 3<sup>rd</sup> Street Building Partial Demo project discussed the need for more demolition and to enclose the building for the winter at this time.
  - The Mayor and Mayor Pro Tem held a meeting with City Clerk Geertz to discuss and review projects and work with City Manager McNaul's departure.
  - RFP (Request for Proposals) have been mailed as of December 2<sup>nd</sup> and requested to be returned no later than December 12, 2019. A recommendation will be made available to City Council for approval for the Consultant to assist with the City Manager search. Police Chief Advertisement will be posted on Wednesday, December 4<sup>th</sup>.
  - A meeting was held on December 2<sup>nd</sup> with the Department Heads to discuss operations with an Interim City Manager over the next few months.
  - Snow fencing on Short Street was not communicated to Superintendent Reinhardt, but it has been now, and he will be working to put this up Wednesday.
3. Mayor Hartman reported he has been attending meeting as well to discuss the operations during the City Manager McNaul's departure.

**RESOLUTIONS AND/OR ORDINANCES**

1. City Council approved Resolution No. 20191203-20 Change Order #1 in the credit amount of \$600.00 with final project completion date November 27, 2019 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project with Lansing Brothers Construction CO. INC: 4-0 (Roll Call Vote-Beranek/McFerren)
2. City Council approved Resolution No. 20191203-21 Change Order #2 in the amount of \$6,938.00 and new final completion date of January 31, 2020 for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project with Lansing Brothers Construction CO. INC: 4-0 (Roll Call Vote-Beranek/Rock)
3. City Council approved Resolution No. 20191203-22 Pay Estimate #1 in the amount of \$54,957.50 with Lansing Brothers Construction CO. INC for the 115 E 3<sup>rd</sup> Street Partial Building Demolition Project: 4-0 (Roll Call Vote-Beranek/McFerren)

**OTHER COUNCIL BUSINESS**

1. City Council approved the appointment of City Clerk Geertz to Interim City Manager to include a stipend of \$2,000 a month for taking on extra duties assigned. 4-0 (Beranek/Rock)
2. Engineer Update by Leo Foley, Veenstra and Kimm:
  - 115 E 3<sup>rd</sup> Street Partial Building Demolition Project has completed demolition of approximately another 12 feet on the back half of the building. At this time the demolition has stopped at the foundation and we will work with Lansing Brothers Construction to button up the project due to winter.
  - City Council approved to request an appraisal and pursue the sale of building: 4-0 (Beranek/Rock) Discussion from Beranek was the building was in worse condition then anticipated when the City had reviewed for a renovation. I believe we have an opportunity with business in support of bringing the property back to the tax roll, open space for more retail and residential living space. City Engineer Leo Foley added the City has \$20,000 left in the budget to review renovation of another location for a City Hall.
  - Dutton Development is looking good. We will hold a meeting on December 5<sup>th</sup> to discuss development costs and road width alternatives.

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- Well Rehab has progressed and the televising of the Well located in the Powerhouse has been completed. DNR has communicated no concerns thus far and we should be limited on DNR requests by the possibility of grandfathering in the existing Well.
  - DNR has provided a letter in need of review of the sanitary WWTP flow on November 25, 2019. This is most likely in coordination with 2017 problems and reporting with EPA. A letter will need to be provided to DNR no later than December 23, 2019. V&K will draft the letter for the Mayor to sign and submit.
3. City Council approved the West Liberty Index as the 2020 official newspaper with the Muscatine Journal as the secondary official newspaper: 4-0 (Beranek/Rock)
  4. City Council declined a work session on December 17, 2019: 0-4 (Rock/Beranek)
  5. City Council approved Public Hearing for December 17, 2019 to Amend City Ordinance Title 2: Chapter 4: Section 3 Qualifications of Trustee Amending Library Board of Trustees Residency Requirements to live Within West Liberty Community School District, Muscatine County: 4-0 (McFerren/Beranek)
  6. City Council approved Public Hearing December 17, 2019 to Amend City Ordinance Title 1: Chapter 6: Section 5 Officers and Employees by Amending Surety Bond Requirements with to include Liability Insurance Coverage: 4-0 (Beranek/McFerren)
  7. City Council approved Budget 2020-2021 work session January 21, 2020 at 6:00pm: 4-0 (Beranek/Rock)
  8. City Council approved Budget 2020-2021 work session February 4, 2020 at 6:30pm: 4-0 (Beranek/McFerren)
  9. Miscellaneous Business:
    - Council Member McFerren mentioned the following items to review:
      - Website/Facebook with Holiday postings and garbage removal.
      - Large Sinkhole in the Alley of 5<sup>th</sup> Street and 6<sup>th</sup> Street near the Methodist Church to Calhoun Street.
      - Pine tree is looking nice and it is nice to see the squirrels have not taken out the Christmas lights yet.
    - City Clerk Geertz reported the following information:
      - Street Superintendent Reinhardt has communicated leaf pick should be completed by Wednesday of this week and this would include highways as the last pick up. The entire City was almost completed by Tuesday.
      - WWTP Juergens reported an insurance claim has been filed with the flooding.
      - Appraisal has been ordered and contract signed with Cook Appraisals for Dutton and Gun Club properties.
      - Weekly supervisor meeting will be held Monday's at 8:30am, and a report will be provided to Council during the 2<sup>nd</sup> meeting of the month at this time.
      - IT meeting was held with Josh Jackson and Nick Heath to discuss organization and training of internal needs with computer systems and provide an inventory of the needs of equipment and software for budget.
    - Electric Superintendent Ed Tvrs reported Parker Fabrications has received the bid to complete the OP-DLA work at the Electric Department. This project was apart of the fiscal budget and we are in hopes to have completed by end of January 2020.
    - Mayor Pro Tem Beranek has asked to have the discussion at next council meeting on the removal of tree located in the front of City Hall adjacent to the pine tree. The tree has suffocated a section on the pine tree, and it was asked to remove the tree some years back due to this issue. The Statue of Liberty project has started with All American Concrete ready to pour. Superintendent Reinhardt has been assigned the point of contact with the project.

ATTEST:

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City Clerk, Lee Geertz

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Mayor, Robert Hartman