

**REGULAR COUNCIL MEETING  
TUESDAY DECEMBER 17, 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 Joey Iske. Absent Council Member Robert Rock. City Clerk/Treasurer Geertz, Electric Superintendent Ed Tvrs, Water Superintendent George Pearl, and Parks and Rec Director Nick Heath and Officer Josh Houser for the Police Department were also present for meeting. Mayor Hartman communicated City Council held a Strategic Planning Session on December 5, 2019 instead of a work session this evening.

**APPROVAL OF THE CONSENT AGENDA**

1. The consent agenda was approved by the City Council and consisted of the Regular City Council meeting minutes December 03, 2019, December 2019 Sewer Report, and December 2019 Monthly City Department Report. 4-0 (McFerren/Beranek)

**PAYMENTS/EXPENDITURES**

1. City Council approved amended Vendor Voucher Claims in the Amount of \$469,310.51: 4-0 (Beranek/Smith)

**LIQUOR LICENSE AND/OR BEER PERMITS**

1. City Council approved Class C Liquor License for El Palenque: 4-0 (Beranek/Smith)

**PUBLIC COMMENTS AND/OR CORRESPONDENCE**

1. Council Member Smith received correspondence from Jim Petersen with issues from the recent hydrant flushing. The water pressure from the hydrant flushing caused damage to the new sod and left a hole in the yard. George Pearl communicated he will review the issue and repair once the weather allows.
2. Council Member McFerren received correspondence from Ed Moreno, he asked if the City of West Liberty would have interest in creating a sister city relationship. Moreno was going to reach out to Muscatine to obtain more information on their program. Council Member McFerren recommended reaching out the We Lead Director NJ for review as this appears to be in line with the economic development relationship.
3. Clerk Geertz received City support request with St. Joseph's Church in need of support for the "Lady of Guadalupe" procession on December 15, 2019. Unfortunately, the request was filed to late for Council review, therefore Interim Police Chief Morrison and Clerk Geertz reviewed and approved the support. The West Liberty Police Department provided support for the procession and this was all that was needed.

**CITY BOARDS/COMMISSIONS AND COMMITTEE REPORTS**

1. Nick Heath provided an update to Mayor and Council on the work and meetings in process to bring the City's technology up to date. Nick had also attended a technology community meeting for community integration with the school, city, industry, and other public entities could connect to strengthen the communication with the community through technology. The information meeting was held by Josh Jackson and we will continue to work with Josh on the City's upgrades and planning with hopes to fit into the community program as well.
2. Mayor Pro Tem Beranek reported the following:  
Mayor Hartman and I have reviewed the RFP Consultants proposals and have agreed to recommend Moulder and Associates LLC as the City's contracted consultant for the City Manager Search. The City submitted 5 requests. Two of the candidates partnered and therefore we received three proposals out of the five. Beranek communicated concerns were addressed during the City's Strategic Planning session with approximately 30 City Manager/Administration jobs currently open in the state of Iowa and the declining number of individuals following the career it could be a longer process then we like.
3. Building and Grounds Committee reported they had held a meeting on Monday, December 16<sup>th</sup> to discuss the Statue of Liberty and City Hall project. Superintendent Adam Reinhardt provided the update to committee on the Statue of Liberty Project. The Statue of Liberty is coming along; footings have been poured and All-American looks to return this week weather permitting to continue the work. Beranek further communicated the following: We have received a few donations towards the project to include a grant from the Melick Foundation in the amount of \$5,000.00. Currently All American has donated their labor for the project. We will need to reach out to Adam Ruess for the cost with the stonework. Next the committee will need to discuss the plaque purchase and setting a date for the rededication ceremony. The City Hall project was also reviewed and Beranek provided a rough sketch for space allocation with proposed addition of 5,664 feet to the west side of City Hall. We have asked to stay with in a budget of \$400,000 for the project. The project will need to include relocation of utilities, moving a building adjacent to City Hall and a new HVAC system. City Engineer Leo Foley communicated he had researched the sketch provided and based on the square footage and use of space he has estimated the project to be approximately \$800,000. Beranek communicated the committee has reviewed other city property to include the Library Building as an option for City Hall Administration space. The Building and Grounds committee will continue to review the City Hall project and funding, but even if we don't proceed with an expansion or remodel the building needs maintenance and new HVAC system.

**OTHER COUNCIL BUSINESS**

1. City Council approved professional consulting services "Moulder and Associates" for assistance and consulting for City Manager position not to exceed \$17,500: 4-0 (Beranek/Iske)
2. City Council approved 115 E 3<sup>rd</sup> Street Engineer Costs for remodel and space allocation to be reallocated for the City Hall Building Project not to exceed the original budget of \$20,000: 4-0 (Beranek/McFerren)
3. City Council approved to proceed with Northland Securities to refinance General Obligation Bond 2013A with Call Date June 2019: 4-0 (Beranek/Smith) Discussion: Mayor Hartman communicated the refinancing of the bond looks to save taxpayers approximately \$68,000 with a reduced interest rate.
4. City Council approved Public Hearing for January 7, 2020 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 (Beranek/McFerren)

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5. City Council approved Public Hearing January 7, 2020 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)
6. City Clerk Geertz has sworn into office: Mayor Robert Hartman, Council Members Diane Beranek, Jose Zacarias and Cara McFerren.
7. Miscellaneous Business:
  - Mayor Pro-Tem Beranek has asked to schedule two City Hall trees for removal. The first tree was approved in past meetings but has not been removed to date. The tree adjacent of the large pine tree in front and the tree located next to the car port on the back side of City Hall. Director Heath and Clerk Geertz commented we will schedule take down in next FY budget.
  - Mayor Hartman commented for Council to review the draft strategic planning session from Pat Callahan. Beranek commented to change Electric Superintendent to Ed Tvrs.
  - Council Member Smith asked to have the City Hall Front door threshold fixed due to a large gap at the bottom of door.
  - Mayor Pro-Tem Beranek asked to have the City's residency requirements be reviewed by the Policy Committee. Beranek has concerns with living requirements due to shortage of housing, recent hires have been unable to find housing and with new hires this could present an issue.
  - Mayor Hartman provided a thank you to Council Member Iske for her hard work and dedication City, Community and Council. Iske your service has been very much appreciated. Thank you again from all of us.
  - Council Member Iske communicated it has been fun and fascinating. It has provided an understanding on city government workings such as fees and provided me with a better understanding to communicate how this works.
  - Clerk Geertz communicated City Employee Potluck December 18<sup>th</sup> at noon and the invite from the Library Board for Director Deb Lowman's farewell. Follow up with Council Member McFerren on the sinkhole inquire from the December 3<sup>rd</sup> meeting, and Superintendent Pearl was asked his input. Pearl reported he is reviewing this as well, but due to the frozen ground and snow we will need to review when the weather is better. Clerk Geertz also provided information on posting the City Services Holiday Schedule to include garbage and recycle services. The information will be posted on City Facebook, Website and City Hall doors. We have also included recycle materials accepted. The Recycle Center will be closed on December 25<sup>th</sup> and January 1<sup>st</sup>. but additional dumpster will be provided for recycle material only. Please do not dump trash in the dumpster because it will contaminate all the recycling.

ATTEST:

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City Clerk, Lee Geertz

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Mayor, Robert Hartman