

**REGULAR COUNCIL MEETING
TUESDAY MARCH 03, 2020
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, Cara McFerren, Jose Zacarias, Dave Smith and Robert Rock. City Clerk Geertz, Electric Superintendent Ed Tvrs, and Mayra Esquivel Deputy City Clerk/Utility Billing also present for meeting.

APPROVAL OF THE CONSENT AGENDA

1. The consent agenda was approved by the City Council and consisted of February 18, 2020 Regular City County meeting minutes. 5-0 (Beranek/Zacarias)

PAYMENTS/EXPENDITURES

1. City Council approved Vendor Voucher Claims in the Amount of \$202,543.79: 5-0 (Beranek/Smith)

PUBLIC COMMENTS AND/OR CORRESPONDENCE

1. City Council Member McFerren asked if more gravel could be provided to the West Side of Wapsi Park parking area. Park Director Nick Heath communicated he would work on adding more gravel.
2. City Clerk Geertz reported she had received correspondence from John Vandenoever with regards to an incident occurring on February 23, 2020 with the West Liberty Gun Club and Homeowner on Short Street. The incident is still under investigation with our Police Department currently. Once we have concluded the investigation and discussion with City Attorney, I would recommend the Public Safety Committee having a meeting with the West Liberty Gun Club Board to discuss further steps to improve on the situation. Mayor Hartman directed the Jose Zacarias and Robert Rock as the Public Safety Committee to schedule a meeting with West Liberty Gun Club Officials to discuss incident and solutions. Mayor Hartman directed City Clerk Geertz to contact the City Attorney guidance.

CITY BOARDS/COMMISSIONS AND COMMITTEE REPORTS

1. Public Safety Committee: Rock reported the Public Safety Committee interviewed several candidates for the Police Chief position and we have made a conditional offer to a candidate. The Ambulance Board held a meeting and provided a brief update and stated a hiring plan had been proved. City Clerk Geertz communicated the Hiring Plan has not been provided to date.
2. Building and Grounds Committee: Beranek reported a meeting was held with the interested development party for the Dutton Parcel to discuss any updates and to communicate the City would be interested in adding a lift station for the project. There will be more information to review before we proceed, but we are staying on track with the opportunity. We had a meeting with City Engineers from Veenstra and Kimm to discuss upgrades to City Hall to include HVAC System, basement water leaks, and space allocation options. One options would be to move Council meetings to the West Liberty Library for temporary until we could proceed building more space in the future. Library Director Paarsmith stated the Library would be happy to accommodate the meetings.
3. We Lead Board Meeting: Smith reported he was unable to attend due to the time of the meeting.
4. Library Board Meeting: Smith reported the Library Board meeting was very good and it was nice to attend. The Library has received 3 bids to replace the HVAC system. The next step is to work with City Engineers to review the plans for the building and HVAC system. The Library has completed their Iowa State Accreditation. The Library has also reviewed contract rates for Atalissa and Nichols as communities the Library serves. The per capita rate has not increased for over 10 years and we are looking a gradual increase to meet State Library recommendations.
5. Moulder and Associates City Manager Search: Mayor Hartman communicated the City has received 6 applicants for the City Manager position. Moulder would like us to review the candidates and choose candidates for interview. The Employee Grievances Committee will need to schedule a meeting to review the candidates and provide recommendations to Council at the March 17, 2020 meeting. We will proceed with the next steps once we have identified candidates for interview process. I would also add I have attended the County Assessor's meeting. This is an annual commitment by Mayor's in the County.

RESOLUTIONS AND/OR ORDINANCES

1. **Resolution 20200303-10** A Resolution Authorizing and Approving a Certain Loan Agreement, providing for the Issuance of \$1,390,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2020A and Providing for the Levy of Taxes to Pay the Same: 5-0 (Roll Call-Beranek/McFerren)
2. **Resolution 20200303-11** A Resolution Approving Pay Estimate #2 in the Amount of \$34,200 Payable to Lansing Brothers Construction CO. INC for 115 E 3rd Street Partial Demolition Building Project: 5-0 (Roll Call Vote-Beranek/Rock) Discussion notes: Beranek inquired with City Engineer Leo Foley about the construction progress and conveyed disappointment in the work by Lansing Brother's due to the time it has taken to complete the project. City Engineer Leo Foley communicated he understood the frustration but due to changes as we progressed through the project and unforeseen issues the time for completion has been good, and we have addressed issues for future concern by neighboring buildings. It was Leo Foley's recommendation to pay invoice and we will communicate the remainder will be subject to holding funds if the project does not stay on track to be completed.
3. **Resolution 20200303-12** A Resolution Approving Pay Estimate #9 in the Amount of \$94,094.17 to L.E. Myers Co. for the Electric Switchgear Project: (Roll Call Vote Beranek/Smith) Discussion: Clerk Geertz reported the project has been completed and we will hold a meeting to close out the project on March 10th at 10:00am with BHMG. Council

**REGULAR COUNCIL MEETING
TUESDAY MARCH 03, 2020
CITY OF WEST LIBERTY, IOWA**

Member voiced concern of the City being responsible for the cost of the transformer replacement costs due to installation error by contracted party. McFerren has asked to understand what the costs look to be and guidance with City Attorney as to proceed with litigation for the loss. Clerk Geertz communicated we are currently working to close the project, finalize the numbers and have this discussion with BHMG. At this time the project has remained under budget and track.

OTHER COUNCIL BUSINESS

1. City Engineer Update by Leo Foley, Veenstra and Kimm:
 - Review City Hall plans in 2-3 weeks
 - Well # 2 for the water plant is still under review with DNR.
 - Water Plant Affidavit of Operator is still going well, and we are working with reports and compliance items.
2. City Council has approved Bad Debt Write Off for Ambulance Billings to be submitted to the Iowa Income Offset Program for collection in the amount of \$ 53,021.28: 5-0 (Beranek/Zacarias)
3. City Council has approved Bad Debt Write Off Billing unable to be collected in the amount of \$ 38,184.35: 5-0 (Beranek/Rock)
4. Mayor Hartman: The date for a work session will be tabled unless we have an item, we will need to discuss prior to March 17, 2020 meeting.
5. No Miscellaneous Business.

Adjournment at 8:16 p.m. 4-0 (Beranek/McFerren)

ATTEST:

Lee Geertz, City Clerk

Mayor, Robert Hartman