

**REGULAR COUNCIL MEETING  
TUESDAY MAY 19, 2020  
CITY OF WEST LIBERTY, IOWA**

The meeting was held at the West Liberty Public Library and with access through ZOOM Meeting Program. The meeting was provided live with the City's Facebook page on 05/19/2020. 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, Parks and Rec Director Nick Heath and Library Director Allie Paarsmith.

**APPROVAL OF THE CONSENT AGENDA**

1. The consent agenda was approved by the City Council and consisted of 04/21/2020 Regular City County meeting minutes, City Clerk/Treasurer Report February 2020, and Sewer Report April 2020: 5-0 (Beranek/McFerren)

**CITY ENGINEER/DEPARTMENT SUPERVISOR CORRESPONDENCE**

1. City Engineer Leo Foley:
  - Well #2 is ready for a meeting to be scheduled with the DNR to review the Well's update with casing to allow it to be available for back up Well.
  - WWTP needs a review of the facility plan with potential for more loading and flow. Due to the pandemic the production has slowed, but we do need to review the processing to follow the permit. Currently the processing is exceeding the permit, but the City is in no violation. There would be a significant cost to upgrade. If an upgrade is going to be required, this should be a partnership with West Liberty Foods and review stimulus availability.
  - Demo Project for 115 E 3<sup>rd</sup> Street should be completed. We still have not received a request for the last payment. The grading with gravel looked good, but he was to provide so much gravel and needed to be dragged away from the building. Clerk Geertz reported no request had been received.
  - City Hall renovation project has provided two drawings, we will need to set a building and grounds meeting with zoom to discuss further costs.
2. Nick Heath, Parks and Recreation Director provided information on required steps to re-open park facilities and pool for the summers season. The City Council voted to post-pone pool opening and park facilities until June 15, 2020 as we await more guidance from CDC and Governor Reynolds. 5-0 (Smith/Zacarias)
3. Allie Paarsmith, Library Director provided an outline with discussion on the Library's re-open plan. Allie has followed the Federal Government's guidelines, State of Iowa Library and CDC guidelines for planning. The re-open plan will be provided to the Library Board for their approval and then posted to the website.
4. Beranek moved to receive and file the May 2020 Department Report: 5-0 (Beranek/Smith)

**PAYMENTS/EXPENDITURES**

1. City Council approved Vendor Voucher Claims List #1 in the Amount of \$788,530.32: 5-0 (Beranek/Zacarias)
2. City Council approved Vendor Voucher Claims List #2 in the Amount of \$135.00:4-1-0 (Beranek/McFerren/Smith)

**PUBLIC COMMENTS AND/OR CORRESPONDENCE**

1. Farmer's Market Request by Gretchen Nollman, for 2020 season June-October. The location request is for N Spencer Street blocking from 3<sup>rd</sup> Street to 4<sup>th</sup> Street to allow for participants to be placed safely apart. All required steps and State of Iowa guidelines will be followed with Vendors. Clerk Geertz requested with an approval to include waiving the \$100 vendor permit fee to support local shopping and farmers. 5-0 (Zacarias/Smith)
2. Muscatine County Fair Board request clarification of the ownership of electric utility with three phase lines, additional support of work of dropping lines for tree removal, and meter cost waived for connections. Mayor Hartman directed the review of the request to the Utility Committee. The Utility Committee will meet on Friday, May 22<sup>nd</sup> at 3:40pm with Electric Superintendent and 4:00pm with Alt and Smith at the Muscatine County Fair Grounds.
3. Fiesta Latina Event Request for 09/12/2020 by Latinos Unidos of West Liberty was approved by Council depending on the COVID-19 restrictions by State and CDC guidance with public events: 5-0 (Beranek/McFerren)
4. Bob Cline had inquired on emergency shelter options for the mobile home park community. Council Member Rock communicated it was his understanding based on Iowa Code this was the park owner's responsibility to provide shelter based on residential population within the mobile park. Rock communicated more communication could be had with Hazard Mitigation for Muscatine County about the inquire.
5. Council Member McFerren had inquired on smaller garbage can, but the City no longer offers the small garbage can. Customer complaint about tree stump removal at 308 Miller Street for Mr. Shady. Geertz will follow up with Street Superintendent Reinhardt about the Mr. Shady's concerns. Geertz had no record of the communication from Mr. Shady at City Hall.
6. Beranek communicated she had participated with We Lead's Director Interview Process in place of Smith on Friday, May15th. At this time there has been no report of a hire from the We Lead Board.

**CITY BOARDS/COMMISSIONS AND COMMITTEE REPORTS**

1. Mayor Hartman stated there was discussion with Moulder and Associates about the situation where Council did not pick a candidate for City Manager. Beranek expressed her disappointment with the interviews and Moulder and Associates process. Mayor provided Geertz has been working as interim for the past 6 months and with concerns with all the work she has we should consider contracting/hiring an Interim City Manager. Beranek recommended Elizabeth Hansen, she has communicated she is willing to take on the interim position and assess the City operations. Council consensus was to move towards finding an interim city manager for approximately 6 months. Then move to re-post the City Manager position in a few months. Mayor Hartman will reach out to the Iowa League of Cities to review the availability of interim city managers. Motion was made to pay Moulder and Associates to final the contract cost and enter a search for an interim city manager 5-0 (McFerren/Beranek)

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2. Building and Grounds committee, Beranek and Smith has requested to hold a re-dedication of the West Liberty Statue of Liberty in June or July 4<sup>th</sup> to have a dedication program. We will not be ready for Memorial Day and believe it will be best to look at a future date for a safe gathering for the re-dedication.

**RESOLUTIONS AND/OR ORDINANCES**

1. **Resolution 20200519-16** A Resolution Authorizing and Approving the purchase of the Bucket Truck for the Electric Department with 2017 Electric Revenue Bond funds not to exceed \$145,000.00: 5-0 (Roll Cal Vote Zacarias/Beranek)

**OTHER COUNCIL BUSINESS**

1. City Council approved May 30, 2020 at 9:00am with Zoom Electronic Meeting for a Public Hearing for the Budget Amendment for FY 2020. (Beranek/Rock)
2. Mayor Hartman was extended his appreciation to all the for their work and service during these trying times.
3. Council Member McFerren inquired on the ELM Tree removal status, Geertz will ask Street Superintendent Reinhardt to provide a report for the June 02, 2020 meeting.

Adjournment at 9:50 p.m. 5-0 (Beranek/Smith)

ATTEST:

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Lee Geertz, City Clerk

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Diane Beranek, Mayor Pro Tem