

City of West Liberty, Iowa
Regular City Council Meeting
Tuesday July 07, 2020

CALL TO ORDER

The City Council of the City of West Liberty, Iowa, met for a meeting at the West Liberty Public Library, 400 N Spencer. Mayor Robert Hartman, called the meeting to order at 7:30 p.m. on Tuesday July 07, 2020. The agenda was posted on the City Hall door in compliance with the open meeting law. The Zoom link: <https://zoom.us/j/5034467219?pwd=cEhzdVExYTg2M2hmWEFzVkJnUFczZz09> was provided to the public via the agenda.

1. ROLL CALL

The following Council Members present Diane Beranek, David Smith, Robert Rock, Cara McFerren and Jose Zacarias.

Staff Present: Interim City Manager Elizabeth Hansen, City Clerk Lee Geertz, Electric Supervisor Ed Tvrs, Street Supervisor Adam Reinhardt, Library Director Allie Paarsmith and Parks and Recreation Director Nick Heath.

3. Approval of CONSENT AGENDA: McFerren/Beranek (5-0)

- A. Approve Minutes of June 16, 2020
- B. Approve Sewer Report June 2020
- C. Approve Appointment of Adriana Moreno to the West Liberty Public Library Board of Trustees

4. Approval of VENDOR VOUCHER CLAIMS

- A. List # 1 in the amount of \$ 278,835.20: Beranek/Smith (5-0)
- B. List #2 in the amount of \$90.00: Beranek/Smith/McFerren abstention (4-0-1)

5. PUBLIC COMMENTS OR CORRESPONDENCE

- Council Member Zacarias provided the following comments. A complaint was received with a customer disconnection of electric. City Clerk Geertz provided the City's policy and notification requirements had been correctly completed. Due to the confidential information council is welcome to visit with me in person for more information. Interim City Manager also provided Clerk Geertz could provide more information to Council. Zacarias commented on attending a local sporting event and noticed only a few spectators wearing mask. Zacarias recommends a reminder to the community to wear masks to keep community healthy and the spread of the virus. This is very serious, and numbers continue to increase as we head into the second wave of the pandemic. Mayor Hartman communicated a recommendation to remind community members to wear masks will be placed on social media.
- Council Member Beranek ask to review and look at the advertisement for City Manager position. Interim City Manager Hansen communicated she is currently working on identifying and organizing projects to allow the City to be best prepared with bringing on a City Manager, but if Council would like to proceed now that is certainly something they can request and review at the next work session.
- Council Member McFerren received correspondence from two residents about 718 E Third Street and Electric Utility disconnection. McFerren stated Clerk Geertz provided information on the disconnection but would recommend a review of the policy.
- No other public comments or correspondence reported by Clerk Geertz.

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6. OLD BUSINESS

Resolution No. 2020-07-07-01 approving to set the date for a public hearing on proposal to enter into a General Fund Equipment Acquisition Lease-Purchase Agreement with lease payments thereunder in a principal amount not to exceed \$250,000 for a 2020 Street Sweeper.

Beranek/Rock Roll Call Vote (5-0: Rock, McFerren, Beranek, Smith, and Zacarias)

7. NEW BUSINESS

A. Approval of a change order for the Kimberly Park Playground Equipment Project in the amount of \$ 35,810.00 for installation by Cunningham Recreation. Beranek/McFerren (5-0)
Discussion: Director Heath provided an outline to council to request a change order to have playground equipment installed. Due to limitation of having a community volunteers build playground equipment this would allow us to complete equipment in 2-3 days. Director Heath recommended approval by Council for change order and work.

B. Approval of Affiliate Membership Agreement with the Muscatine Area Geographic Information Consortium (MAGIC) in the amount of \$3400.00 Beranek/McFerren (5-0)
Discussion: City Clerk Geertz and Interim City Manager Hansen held a video conference with Mark Yerington, the MAGIC GIS Manager, on June 26, 2020. Mark indicated that MAGIC staff will work closely with the public works employees of the City to help collect and update the data on a continual basis. He stated that City staff can update the information themselves to keep it current. We agreed that an upcoming training would be arranged in order to start the process. STAFF'S RECOMMENDED ACTION: Staff desires to continue to work with County GIS Consortium to provide mapping services. Staff reviewed the current and new proposal and found all services and related fees are in concordance. Staff recommends approving MAGIC agreement for a five-year term in the amount of \$3,400.

C. Approval of an Event Permit Request for the West Liberty Rotary located at Ron De Voo Park. Motion for approval by McFerren Second by Smith with additional request for event planning within the COVID 19 guidelines for public events. (4-1) Beranek McFerren, Smith, Zacarias, and Rock Yes and Beranek No (4-1)
INFO: Rotary request would be to hold and the annual event for "Our World Day Against Trafficking In Persons" located at Ron De Voo Park on July 30, 2020. We would have grills and be serving both Lunch and Dinner for a Free Will Donation for the cause. We would need access to both Water and Electricity. During the time from 10 am until 7 pm. Event requested by by Tom Barr and Gretchen Nollman, Rotary Club of West Liberty.

8. REPORTS (Employee/City Engineer/City Attorney/City Boards/Committees/Commissions)

City Engineer Leo Foley of Veenstra and Kim provided the following information:

- Well #2 still under review and testing at this time the IDNR has not been rejected so that is good. Well #2 but we still have some additional information to review with pumps. Meeting was held with IDNR on 6/30/2020 with Building and Grounds Committee.
- City Hall renovation of workspace and upgrades planning is under way. A meeting was held on 6/30/2020 with Building and Grounds Committee, to include Interim City Manager Hansen, Clerk Geertz, Chief Burdess and Council Member Beranek to discuss options for space. Based on the recommendations from meeting draft options have been created for review and set another meeting.

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Development meeting with potential developers for Dutton land was held 6/24/2020 and the developers have requested to reconfigure the plans and report back to us with updates.

- A. Interim City Manager Elizabeth Hansen Report was provided with an outline of the information. Hansen attached a goals and action plan for review with recommendation to approve at the 7/21/2020 Council Meeting. The information was developed from Council and Staff interviews to include the strategic planning goals.
- B. City Clerk Report by Clerk Geertz-no discussion
- C. Street Supervisor Report by Adam Reinhardt-no discussion
- D. Police Chief Report by Chief Jeremy Burdess- no discussion
- E. Electric Supervisor Report by Ed Tvrs- no discussion on the report but added the City has been called to generate by RPGI (wholesale electric group) due to the heat. Unfortunately, the Fairbanks Morse Generator has failed a black start and needs immediate maintenance to generate power if the City lost power from the grid. Maintenance repair is scheduled for this Thursday.

9. ADJOURNMENT

Motion to adjourn at 8:03 p.m. Beranek, Second by Smith (5-0)

Robert Hartman, Mayor

ATTEST:

Lee Geertz, City Clerk/Finance Officer

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Council Approved:
