

City of West Liberty, Iowa
Regular City Council Meeting
Tuesday July 21, 2020

WORK SESSION AT 6:30 P.M. Mayor Hartman and City Council Members Beranek, Smith, McFerren and Zacarias held a work session to review and discuss Interim City Manager Elizabeth Hansen's proposed schedule of projects and programs over the next 12 months.

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 21, 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, Cara McFerren, and Jose Zacarias. Absent, Council Member Robert Rock.

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

2. APPROVAL OF AGENDA: McFerren/Smith 4-0

3. PUBLIC HEARING:

- A. Open the public hearing: Beranek/McFerren 4-0
- B. No Public Comments/No Discussion
- C. Resolution No. 2020-07-21-02: City Council approved Resolution No. 2020-07-21-02 General Fund Equipment Acquisition Lease-Purchase Agreement with lease payments thereunder in a principal amount not to exceed \$250,000: Beranek/McFerren Roll Call Vote 4-0.
- D. Close the public hearing: Beranek/McFerren 4-0

4. Approval of CONSENT AGENDA: McFerren/Beranek (4-0)

- A. Approve Minutes of July 07, 2020
- B. Approve Financial Statements April 2020
- C. Approve Renewal of Class "C" Beer Permit and Sunday Sales Privileges, Wink's Bar & Grill 113-115W 2nds Street, West Liberty, IA Effective 08/22/2020.
- D. Approve Vendor Voucher Claims in the amount of \$ 481,419.74.

5. PUBLIC COMMENTS OR CORRESPONDENCE

- Council Member McFerren reported she had received an email asking the City to provide a support letter for a U of I grant with regards to a rural Iowa study on impacts of COVID 19 with Cities who have a meat packing plant. The nurse with U of I communicated this

City of West Liberty, Iowa
Regular City Council Meeting
Tuesday July 21, 2020

would be an opportunity to hire local staff to complete the study along with providing some helpful tools to our City and West Liberty Foods.

- Council Member Smith received an email with regards to golf carts and sidewalks along alley ways. Smith asked to have alley way sidewalks added to the City's inventory of projects to complete.
- Council Member Beranek received the same email with regards to golf carts in the City limits, trash at Wapsi, and concern with limited information on the closure of City Hall.
- City Clerk Geertz reported she received a phone call from Lisa Browning with inquire on the 115 E 3rd Street Building and asked where the City was at with this project. Deepak Giri emailed to inquire on his proposed request for development on Short Street, and Gretchen Nollman request with Electric upgrades for Farmer's Market Spencer Street.

6. OLD BUSINESS

Approval to adopt 2020 Electric Service Rules effective 7-21-2020:
Beranek/Smith Roll Call Vote 4-0.

- Discussion-Council understood the update to adopt the Electric Service Rules would replace the 1985 Electric Tariff and would bring the Electric Operations into compliance with service.

7. NEW BUSINESS

A. Approval of contract with Bowman and Miller PC to complete the Fiscal Year ending June 30, 2020 annual audit for the City of West Liberty in the amount of \$25,000.

Beranek/Smith (4-0)

Discussion: The City of West Liberty has had difficulty with the past 3 years of audits conducted by the State of Iowa, this would include late completion, late adjusting entries, and auditor comments to allow timely corrections. Therefore, staff has recommended an RFP to request the opportunity to have a private firm conduct the FY 2020 annual audit.

B. Approval of Strategic Planning and Goals Setting Action Plan for FY 2020-2022 to include an extension of Interim City Manager Hansen's contract for an additional 6 months (July 2021): McFerren/Smith 4-0.

Discussion: The Strategic Planning and Goals Setting Action plan had been provided to Mayor, Council and Staff for review prior to the meeting. Details had been provided during the 6:30pm work session prior to the meeting. The staff recommends approval due to information was provided from the City's strategic planning, Council and Staff input.

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

- City Engineer Leo Foley of Veenstra and Kim provided the following information: The following projects are still under way with further discussions and meetings in the future: City Hall Renovation Project, Well #2 testing, I & I report completed for WWTP, Dutton Development Project, Cemetery Columbarium survey of placement and Library contract.
 - A. Interim City Manager Elizabeth Hansen Report was provided with an outline of the information. Hansen provided Iowa League of Cities education materials, staff meeting minutes, and other miscellaneous correspondence.
 - B. Water Supervisor Report by Danny Goodale provided current information on operations maintenance and training at the facility.
 - C. Wastewater Treatment Plant Supervisor Craig Juergens provided details for operations with count of solids breakdown, press screw repairs, and miscellaneous operational items. Chief Jeremy Burdess- no discussion

City of West Liberty, Iowa
Regular City Council Meeting
Tuesday July 21, 2020

- D. Library Director Allie Paarsmith provided a facility report, communicated the Library will continue to operate at Phase 2 until further notice, and she will be out of the office during the next week to move to the West Liberty Community.
- E. Parks and Recreation Director Nick Heath provided an update on facility operations to include the installation of the new equipment at Kimberly Park. The new equipment should be completed next week depending on weather. All is well at the fields and participants are doing there best to maintain the COVID steps.

8. ADJOURNMENT

Motion to adjourn at 8:10p.m. Beranek/Smith (4-0)

Robert Hartman, Mayor

ATTEST:

Lee Geertz, City Clerk/Finance Officer

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Council Approved:
