

**CITY OF WEST LIBERTY  
REGULAR COUNCIL MEETING & WORK SESSION MEETING MINUTES  
TUESDAY, JANUARY 05, 2021  
WEST LIBERTY, IOWA**

Please note that this City of West Liberty Council Meeting will be limited to public attendance due to restrictions with the national health emergency of COVID-19. City Council meetings can be attended by Zoom Meeting. The Council Meeting will also have live streaming to the City's Facebook Page.

To attend the meeting via Zoom:

<https://zoom.us/j/5034467219?pwd=cEhzdVExYTg2M2hmWEFzVkJnUFczZz09>

Meeting ID: 503 446 7219 Password: 822323 Phone: +1 312 626 6799 US

Public Notice for City Council Work Session and City Council Meeting was posted at the City Hall entrances, City of West Liberty website and City of West Liberty Facebook page.

- 1. CALL TO ORDER - ROLL CALL** The City Council of the City of West Liberty, Iowa, located at the West Liberty Public Library and via zoom meeting room: Mayor Robert Hartman convened the meeting at 7:30 p.m. on Tuesday January 05, 2021, pursuant to the rules of the Council. City Council Members in attendance in person Mayor Pro Tem Diane Beranek, Council Members Jose Zacarias, and Cara McFerren. Council Member David Smith was present via zoom. Council Member Robert Rock was absent. Staff Members in attendance in person, Interim City Manager Hansen, and City Clerk Geertz. Via Zoom in attendance, Library Director Allie Paarsmith, Parks and Recreation Director/Communication Specialist Nick Heath, WWTP Superintendent Craig Juergens, Superintendent Ed Tvrs, Interim Chief Lira and Fire Chief Sickels.
- 2. APPROVAL OF THE AGENDA:** Motion to approve agenda: McFerren/Beranek (4-0)
- 3. APPROVAL OF THE CONSENT AGENDA**
  - A. Regular Council Meeting Minutes December 15, 2020
  - B. City Clerk and Treasurer Report October 2020
  - C. Approve Renewal of Class "C" Beer Permit and Sunday Sales Privileges, El Sarape Mexican Restaurant LLC, 1100 N Columbus St, West Liberty, IA, Effective 01/15/2021
  - D. Approve Renewal of Class "C" Beer Permit and Sunday Sales Privileges, El Patio Restaurant LLC, 214 N Columbus St, West Liberty, IA, Effective 12/18/2020  
Approved: Beranek/Zacarias (4-0) Discussion: No issues reported by Chief Lira
- 4. VENDOR/VOUCHER CLAIMS LISTS**
  - A. Vendor/Voucher Claims List in the amount of \$349,757.36: Approved-Beranek/Zacarias (4-0).
- 5. PUBLIC COMMENTS AND/OR CORRESPONDENCE:** This is the time set aside for comments from the public on topics of City Business other than those listed on the

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agenda. No action may be taken. Please state your name and address for the record and keep your comments to no more than 2 minutes.

City Clerk Geertz reported correspondence from Lisa Browning, she has inquired on notification as Landlord of tenant disconnection and request a review of the process in place to include notification to a Landlord when a tenant will be disconnected from utilities. Council Member McFerren shared she had received an email from Lisa Browning and would like to review the process as well. City Clerk Geertz communicated to Mayor and Council, although there would not be a compliance requirement, I would recommend further review by staff to bring to utility committee. Council Member McFerren also received correspondence from Steven Shield with regards to his support the golf cart ordinance.

Council Members Smith reported compliments had been received from Community Members for public works and the appreciation of the plowing and long hours worked to clear City Streets. Mayor Hartman communicated his appreciation and he had received the same overall compliments. Public Works worked diligently to correct any missed alley ways or streets communicated through City Hall during the inclement weather.

**6. NEW BUSINESS**

- A. Discussion and Appropriate Follow up on Economic Development Program Application from Ethan Anderson for 111 West 3<sup>rd</sup> Street: Approved Beranek/McFerren (4-0)  
Ethan Anderson of Big Imprint has applied for the West Liberty Economic Development Program Application in the amount of \$25,000 for renovation and upgrades to 111 W 3<sup>rd</sup> Street located in Tax Increment Finance District.
- B. Discussion and Appropriate Follow up on a Mission and Values Statements: November 23, 2020 City Council and Mayor had an organizational and effectiveness training meeting. Mayor and Council requested Council to review the documents and for homework provide input and recommendations for the mission/values statement to Interim City Manager Hansen by January 13, 2021. Interim City Manger Hansen and Clerk Geertz will present the information in the January 19, 2021 meeting.

**8. REPORTS/MISC. – City Engineer/City Attorney/City**

Boards/Committees/Commissions/Employee

City Engineer Leo Foley provided an update on working with the storm sewer and utility rates. Well #2 still waiting on radium test. City Hall administration is working with the City Hall renovation project and completing a final draft with timeline. New Development appears to be moving forward with Akers.

- A. Interim City Manager Report- Hansen reported updates with the work on the City Hall renovation and review of plan for displacement of City Hall Staff. Exciting to hear Akers progress and there is still interest in the Dutton Development project. I have been

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working on the Salary and Pay for Performance Matrix. We have also been working on budget and will meet with Department Heads this week. Policy committee plan to meet soon, we have many items to cover. Council Member McFerren inquired on committee changes. Mayor Hartman recommended the committees stay in place, unless Council Members is unhappy with their committee then contact him for changes.

- B. City Clerk Geertz Report-Geertz provided letter from FY 2020 Auditor Taylor Johnson of Bowman & Miller reporting the stand still with the audit as we are waiting for the AOS to finish FY 2019 and release.
- C. Electric Superintendent Trvs Report- Nothing more to add, continue to work on Street Light project.
- D. Fire Chief Report- In addition to report Chief Sickel provided 15 members have taken the first round of COVID shots.
- E. Interim Police Chief Lira- In addition to his report just provided an update to the Shop with Cop program and Vehicle maintenance. Police Officer Andrew Siitari has resigned his position for a new opportunity and will be closer to his family in Iowa. PD had been working on grants for vehicle and drug programs.  
water flow and staff has been working on certification and cleaning building.

**9. ADJOURNMENT:** 8:09pm Beranek/McFerren (4-0)

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Robert Hartman, Mayor

Attest:

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Lee Geertz, City Clerk