

City of West Liberty, Iowa  
Regular City Council Meeting  
Tuesday October 06, 2020

CALL TO ORDER- Council Meeting

The City Council of West Liberty, Iowa, met for a meeting through Zoom. Mayor Pro Tem Beranek, called the meeting to order at 7:30 p.m. on Tuesday, October 06, 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 attended the meeting via zoom Diane Beranek, Cara McFerren, and Jose Zacarias in person. Dave Smith via zoom. Mayor Robert Hartman and Council Member Robert was absent. Staff in attendance: Interim City Manager Elizabeth Hansen and City Clerk Lee Geertz. Staff on Zoom: Street Supervisor Reinhardt, Library Director Allie Paarsmith, Parks and Recreation Supervisor Nick Heath, Electric Superintendent Ed Tvrs, Fire Chief Kirt Sickels, Police Chief Jeremy Burdess and City Engineer Leo Foley.

2. APPROVAL OF AGENDA: McFerren/Zacarias (4-0)

3. APPROVAL OF CONSENT AGENDA: Zacarias/Smith (4-0)

A. Approved Regular City Council Meeting Minutes September 15, 2020

B. Approved City Clerk/Financial Reports for July 2020

4. VENDOR VOUCHER CLAIMS LISTS: PUBLIC COMMENTS OR CORRESPONDENCE

A. Approved Vendor Voucher Claims List #1 in the amended amount of \$236,387.12:

McFerren/Zacarias (4-0)

B. Approved Vendor Voucher Claims List #2 in the amount of \$120.00: Zacarias/Smith (3-1-0)

5. PUBLIC COMMENTS AND/OR CORRESPONDENCE

City Clerk Geertz and Interim City Manager reported no additional public correspondence. No one in person or on zoom for public correspondence.

Council Member McFerren inquired on political signs being placed in the right of way. Chief Burdess communicated the WLPD would follow up on the signs and educate to have them placed outside of the right of way.

Council Member Zacarias communicated Wapsi Park had lots of trash and debris in need of attention. Zacarias would like to see the trails and tree limbs cleaned up at the park. Heath, Park and Rec Director communicated he would work with staff to clean up tree and trails. Heath communicated the trash was already being addressed.

Council Member Beranek had an inquire for a schedule of the rededication of the Statue of Liberty located at City Hall. Beranek asked to have City Hall staff investigate scheduling something for the event. Beranek recommended since we are still restricted to provide safe gatherings her proposal would be to provide a dedication virtually with video. Staff will work to get something established.

6. OLD BUSINESS

A. Approval of Second Reading to Ordinance No.2020-09-15-04: An Ordinance Amending the Subdivision Regulations Section Chapter 3-8: Design Standards, Parks and Open Space: Zacarias/McFerren (Roll Call Vote 4-0)

B. Approval of Engineering Services Agreement to conduct a Stormwater Utility Feasibility Study by V&K in the amount of \$19,604.00: Smith/Zacarias (4-0)

C. Approval of Engineering Services Agreement to conduct a Water and Sanitary Sewer Rate Study by V&K in the amended amount of \$7,211.00: Zacarias/Smith (4-0)

D. Approval of Engineering Services Agreement to conduct a Cost of Service Study by BHMG in the amount of \$17,600.00: McFerren/Zacarias (4-0)

E. Approval of Engineering Services Agreement to conduct an Electric Capital Improvement Plan by BHMG in the amount of \$8,800.00: Smith/McFerren (4-0)

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7. NEW BUSINESS

- A. Discussion and Appropriate Follow Up on Utility Billing Policy: City Clerk Geertz presented an Administrative Policy for Utility Billing. The policy outlines the procedures to serve utility customers. Approved: Zacarias/McFerren (4-0)
- B. Discussion and Appropriate Follow Up on the Wastewater Treatment Facility Comprehensive Plan: Interim City Manager Hansen and City Engineer Leo Foley presented a proposal and agreement for the City to proceed with rate study, facility upgrade for CIP, and budget items. Approved Baseline Rate and Study: McFerren/Zacarias (4-0)
- C. Resolution 20201006-09 A Resolution Approving the Street Finance Report for FY 2020 and Authorizing the City Clerk to File the Report with the Iowa Department of Transportation. Approved: McFerren/Zacarias (Roll Call Vote 4-0)
- D. Resolution 20201006-10 A Resolution Approving the Organization Resolution with West Liberty State Bank Office of South Ottumwa Savings Bank. Approved: McFerren/Zacarias (Roll Call Vote 4-0)
- E. Resolution 20201006-11 A Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment for November 3, 2020 at 7:30 p.m. located at the West Liberty Public Library, 400 N Spencer Street, West Liberty IA. Approved: McFerren/Smith (Roll Call Vote 4-0)
- F. Resolution 20201006-12 A Resolution Approving City of West Liberty to Request Reimbursement for Eligible Costs Related to COVID-19 Public Health Emergency from the Iowa COVID-19 Government Relief Fund. Approved with amended amount not to exceed \$75,000: Zacarias/McFerren (Roll Call Vote 4-0)
- G. Discussion and Appropriate Follow Up on the Trick or Treat Event (s). Approved October 31, 2020 6:00pm until 8:00pm: Smith/Zacarias (Beranek, Smith, and Zacarias: Yes - McFerren: No passed 3-1)

8. REPORTS/MISC. – City Engineer/City Attorney/City Boards/Committees/Commissions/Employee

- A. Interim City Manager Report: Provided the status to ongoing projects, meetings, and staff agenda.
- B. City Clerk Report: Provided update on the Audit FY 2019 status, meetings, City Clerk reports, and staffing information for City Hall.
- C. Electric Superintendent Report: Provided an update on current projects for the Electric Department.
- D. Street Superintendent Report: Provided an update on Street Sweeper and ongoing debris cleaning. The large debris pile was burned on Tuesday. The Street Department currently is working on finishing up the cold storage and preparing for the next season.
- E. Fire Chief: Provided reports of calls and training.
- F. Police Chief Report: Provided reports of calls.

City Engineer Leo Foley provided City Council with an update on Well #2 project. Leo stated the testing of the Well #2 looks to happen with Northway this soon. The City Hall renovation project will get back on schedule with a meeting set mid-October with Interim City Manager Hansen and other City Staff.

9. ADJOURNMENT

Motion to Adjourn 8:18pm McFerren/Zacarias (4-0)

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Robert Hartman, Mayor

Attest:

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Lee Geertz, City Clerk

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