

1. The meeting was called to order by Mayor Robert Hartman at 7:30pm. In attendance, Mayor Pro Tem Diane Beranek, Council Members David Smith, Robert Rock, Cara McFerren, and Jose Zacarias. Staff members in attendance City Clerk Lee Geertz and Interim Chief David Lira. Staff zoom attendance, Interim City Manager Elizabeth Hansen, Electric Superintendent Ed Tvrs, Street Superintendent Adam Reinhardt, and Fire Chief Sickels.
2. **APPROVAL OF THE AGENDA:** Approved Beranek/McFerren (5-0)
3. **PUBLIC HEARING (S)**
 - A. Open the Public Hearing on Property Sale of 505 E 1st Street and 115 E 3rd Street:
Open Hearing: Beranek/McFerren, no discussion and no public comments.
 - B. Close the Public Hearing on Property Sale of 505 E 1st Street and 115 E 3rd Street
Close: Beranek/McFerren (5-0)
 - C. Resolution No. 20210302-06: A Resolution Approving the Property Sale of 115 E 3rd Street
Council approved by roll call vote: Zacarias/Beranek (5-0)
 - D. Resolution No. 20210302-07: A Resolution Approving the Property Sale of 505 E 1st Street
Council approved by roll call vote: Beranek/McFerren (5-0)
4. **APPROVAL OF THE CONSENT AGENDA:** Council Approved all items-Beranek/Smith (5-0)
 - A. Regular Council Meeting Minutes February 16, 2021 and Work Session of February 23, 2021
 - B. City Clerk/Treasurer Report December 2020
 - C. Set the Public Hearing on the FY22 Budget for March 16, 2021
5. **VENDOR VOUCHER CLAIMS LIST:**
 - A. Vendor Voucher Claims List #1 in the amount of \$271,644.23: City Council approved-Beranek/McFerren (5-0)
6. **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 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.
Registered Comments – City Council received numerous emails and text messages with regards to Fire Department input. Council Member McFerren provided a North Short Street had a streetlight out. City Clerk Geertz communicated a service request will be submitted to the Electric Department. No other correspondence in person or electronically was received.
7. **NEW BUSINESS**
 - A. Resolution No. 20210302-08: A Resolution Awarding the 2021 Police and City Hall Improvement Project: City Council approved by roll call vote the construction bid with SG

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- Construction in the amount of \$441,570.00 paid by bond proceeds and local option sales tax for project: Beranek/Smith (5-0)
- B. Resolution No. 20210302-09: A Resolution Approving the Communications Plan: City Council approved by roll call vote: Beranek/Zacarias (5-0)
 - C. Resolution No. 20210302-10: A Resolution Approving the Social Media Policy: City Council approved by roll call vote: Beranek/McFerren (5-0)
 - D. Resolution No. 20210302-11: A Resolution approving the amended Computer Based Systems Policy and Disaster Recovery Plan and Electronic Communication Policy: City Council approved by roll call vote: Beranek/Smith (5-0)
 - E. Resolution No. 20210302-12: A Resolution Approving a Pay for Performance Evaluation Form, Salary Range and Matrix for Management and Non-Management Employees: City Council approved by roll call vote: Beranek/Zacarias (5-0)
 - F. Resolution No. 20210302-13: A Resolution Approving Amendment to the Economic Development Program Application Guidelines: City Council approved to amend current application to \$25,000 maximum per building: Roll Call vote- Beranek/Smith (5-0)
 - G. Discussion and Appropriate follow up on an Economic Development Program Application from WLFE, LLC for 103 E. 3rd Street in the amount of \$25,000: City Council approved the application for the requested amount of \$25,000: Beranek/Smith (5-0)
 - H. Update of the Proposed Projects and Programs Schedule and Strategic Planning and Goal Setting Action Plan for FY 2020-2022: Interim City Manager Elizabeth Hansen provided the quarterly update. All is on track per the plans and will begin Police Chief and City Manager hiring process by April 2021.
 - I. Set the Date for a Work Session on March 16, 2021 for review of the Utility Rate Studies for Water, Wastewater and Storm Water Utilities: City Council set the date for March 16, 2021 at 6:30pm-Beranek/McFerren (5-0)

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

Boards/Committees/Commissions/Employee

Receive and File Department Reports from the Interim City Manager, City Clerk, Electric Superintendent, Street Superintendent, Police Chief/Nuisance, and Fire Chief

Fire Chief Sickels thanked Council Member Dave Smith for reaching out and having a meeting with him.

Interim City Manager Hansen added she will continue to work with the two potential housing developments and will be out of the office next week.

Electric Superintendent Trvs provide McFerren with generation hours last week of 16 hours for 4 days to generate power to the grid to assist with power shortage due to an ice storm affecting the southern states.

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City Clerk reported the City Hall transition to new building has been completed in two days. Administration will continue to collect utility billing at the Casey's and City Hall drop box. There will be a new drop box located at 119 E Third Street in a few weeks. Once construction begins at City Hall the drop box payment will no longer be available. Clerk Geertz thanked Deputy City Clerk Hoffert, Utility Billing Clerk, Lane and Account Specialist, Garcia for taking the lead on organizing the move to the temporary location. Thank you to Nick Heath's department staff for being the muscle for the move, Eben Bierman and Cobain Polman. Nick Heath did a great job with the IT project and had the operational in 24 hours to serve customers on Friday. Everyone did a great job, and the entire process went very well and in two days.

Interim Chief Lira provided face to face visits with homeowners in need of having sidewalks cleaned per City Code. City Administration had allowed more time to clear sidewalks during this season due to extreme cold and amounts of snow. The weather has warmed up, but we still have some ice and snow on sidewalks in need of removal.

9. ADJOURNMENT: City Council adjourned at 8:15pm: Beranek/McFerren

City Council Recording of meeting link:

Topic: City Council Meeting

Date: Mar 2, 2021 07:13 PM Central Time (US and Canada)

Meeting Recording:

<https://zoom.us/rec/share/LO47UBLa94Fm60nZHSgztJyjkwPBp98pfZEYRa7Eq7IEjCL-NJSx9PCq1nOYbqFO.9TyyK43wDW9U12ID>

Diane Beranek, Mayor Pro Tem

ATTEST:

Lee Geertz, City Clerk

I hereby certify that the above City Minutes of 03-02-2021 was published in the West Liberty Index, the official newspaper of the City of West Liberty, issue dated 03/11/2021. Dan

Lee Geertz, City Clerk