

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

1. The meeting was called to order by Mayor Pro Tem Diane Beranek at 7:30pm. In attendance, Council Member Robert Rock, Cara McFerren, and David Smith. Absent Mayor Robert Hartman and Council Member Jose Zacarias. Staff members in attendance, City Clerk Geertz, and Interim Chief Lira. Via zoom Interim City Manager Hansen, Library Director Allie Paarsmith, Parks/Recreation/IT Director Nick Heath, Electric Superintendent Ed Tvrs, and Street Superintendent Adam Reinhardt.
2. City Council approved the agenda for 06-01-2021: McFerren/Rock 4-0
3. **PUBLIC HEARING (S)**
  - A. McFerren/Rock to open the Public Hearing on an Ordinance Establishing a Storm Water Utility: passed 4-0 Roll Call: Smith, McFerren, Rock and Beranek
  - B. Rock/McFerren to close the Public Hearing on an Ordinance Establishing a Storm Water Utility: passed 4-0 Roll Call: McFerren, Rock, Smith and Beranek
  - C. Ordinance 20210601-4 First Reading on an Ordinance Establishing a Storm Water Utility: passed first reading Smith/Rock 4-0 Roll Call: Smith, McFerren, Rock, and Beranek
  - D. Rock/McFerren to open the Public Hearing for the 2021 Fiscal Year Budget Amendment: passed 4-0 Roll Call: Rock, McFerren, Smith and Beranek
  - E. McFerren/Smith to close the Public Hearing for the 2021 Fiscal Year Budget Amendment: passed 4-0 Roll Call: Rock, McFerren, Smith and Beranek
  - F. Resolution 20210601-29 A Resolution to Amend and Certify Approve Fiscal Year 2021 Budget: passed 4-0 McFerren/Smith Roll Call: McFerren, Rock, Smith and Beranek: Discussion, City Clerk Geertz commented no changes from the public notice and items presented at the 05/18/2021 work session for the amended budget year ending June 30, 2021.
4. McFerren/Rock to approve the consent agenda: passed 4-0
  - A. Approved: Regular Council Meeting Minutes May 18, 2021
  - B. Approved: City Clerk/Treasurer Reports for March 2021
  - C. Approved: Renewal Liquor License: J B's Pub and Grub 1110 N Columbus St License LC 0033887
  - D. Approved: Renewal Liquor License: Casey's General Store # 2890 402 w 15th St

BC0029550

**5. VENDOR VOUCHER CLAIMS LIST:**

- A. McFerren/Smith to approve Vendor Voucher Claims List #1 in the amount of \$ 246,335.11: passed 4-0
- B. Rock/Smith to approve Vendor Voucher Claims List #2 in the amount of \$ 80.00: passed 3-1-0 (abstention by McFerren for claim to Cardinal Sign & Graphic)

**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 Clerk Reported email received from Paul McIntire and shared with the City Council/Mayor providing input on having a large venue for a public meeting to discuss the Fire/EMS situation. Mayor and Council recognized the receipt of email with no further comments. Jan McCrabb of Jan's Flower Yard shared concerns of the Spencer and Third Street traffic and blind spots at the corner. Jan asked if the City could review and consider a 4 way stop. Mayor Pro Tem directed the item to Public Safety Committee for further review.

Mayor Pro Tem Beranek received correspondence from Milestone Agency for consideration of a program for senior meals. The information has been passed to the WeLead Director, Taylor for assistance. Delbert Morris would like to donate golden apple trees to the city public parks. Unfortunately, due to liability issues the apple trees are not recommended on city property, but the generous offer will be shared with the Heritage Foundation for the Depot area. Lion's Organization shared concern for confusion with the 103 E Sixteenth and 103 W Sixteenth Street properties. Mayor Pro Tem Beranek asked Street Superintendent to review and find an option since it is difficult to determine the division between East and West properties at the intersection.

Council Member McFerren shared she as well received this concern from the Lion's but also knows this has been brought up previously with the property owners. McFerren shared she had attended the Memorial Day Services at Oak Ridge Cemetery on Monday and noticed the new NICHE and plates are loose. McFerren also noted the ground is uneven with tire tracks and gravel in the area. City Clerk Geertz communicated a service request will be created for Superintendent Heath to review.

Smith added for further discussion with the Public Safety Committee to review adding no parking areas to W Third and Clay due to business located at the corner parking vehicles on sidewalk and right to the corner. Beranek added to the list no parking at Simpson Home on East side of Miller, due to blocking view when existing Simpson Memorial Home. The following items will be added to the Public Safety Committee review: four way stop, additional no parking areas and noise ordinance.

## **7. OLD BUSINESS**

A. Ordinance No. 20210504-1 Third and Final Reading of an Ordinance establishing Regulations of Operating Golf Carts, ATV's and UTVs in the City of West Liberty, Iowa: Rock/Smith failed 0-4 Roll Call: Smith, McFerren, Rock and Beranek

B. McFerren/Smith send back to Public Safety Committee to add specific equipment requirements and effective date: passed 4-0

Discussion: Rock asked to have more itemized detail to the ordinance per equipment. Rock and Smith had also requested Golf Carts have lights and signals. Smith asked for an effective date, and Beranek communicated an effective date will allow the WLPD and City Administrative staff time to prepare for procedures to license. City Clerk Geertz will send the ordinance back to City Attorney draft to be reviewed by the Public Safety Committee in order to start the process for public hearing notice and three readings with City Council.

## **8. NEW BUSINESS**

A. McFerren/Rock to set a date for a Work Session on June 15, 2021, at 6:30pm for review of the draft Fire District 28E Agreement: passed 4-0:

Discussion: Public Safety Committee has set a committee meeting on June 3<sup>rd</sup> at 7:00pm with an invite to Rural Trustees and Fire/EMS Department to review the amendment to extend the current agreements, review the draft 28 E Agreements for both Fire and Ambulance, and discuss a comprehensive plan for the Fire and Ambulance Department. At this time only one Rural Trustee had confirmed attendance. Council Member McFerren ask to include for public record the following information: This is June 1<sup>st</sup> and June 30<sup>th</sup> is the fast approaching for the agreements to expire. Several attempts have been made to hold a meeting with the Rural Trustees and Fire/EMS department. The 28 E Agreements drafts have been provided and City Council held a special meeting to pass an amendment to extend the current 28 E Agreements for Fire and Ambulance to September 30, 2021. There is nothing else Council can do at this time. It is up to the Rural Trustees to sign the amendments to extend the current 28 Agreements. Without the other party coming forward with signing the amended agreement the current 28 Agreements will expire. This is now up to the Rural Trustees to accept and sign the amendments for the current agreements not to expire on July 01, 2021. (details of Council Member McFerren's statement are recorded)

- B. Smith/McFerren to approve Resolution 20210601-26-1A Resolution to Approve Pay Estimate #1 in the amount of \$33,458.72 S.G. Construction Co for Police and City Hall Building Improvement Project: passed 4-0 Roll Call: McFerren, Rock, Smith and Beranek
- C. McFerren/Rock to approve Resolution 20210601-26-2 A Resolution to Approve Change Order #2 in the amount of \$ 4,025.30 S.G. Construction Co for Police and City Hall Building Improvement Project: passed 4-0 Roll Call: Smith, McFerren, Rock and Beranek
- D. Rock/McFerren to approve Resolution 20210601-27 A Resolution Authorizing and Approving a Loan Agreement Water Revenue Refunding Bond 2021A in the amount \$1,300,000: passed 4-0 Roll Call: Smith, Rock, McFerren and Beranek
- E. Rock/Smith to approve Resolution 20210601-28 A Resolution Authorizing and Approving a Loan Agreement Water Revenue Refunding 2021B in the amount of \$935,000: passed 4-0 Roll Call: Rock, Smith, McFerren and Beranek
- F. Rock/McFerren to approve and accept agreement with Bowman and Miller PC to perform the Fiscal Year 2021 Annual Audit: passed 4-0
- G. Smith/McFerren to receive and file the Update of the Proposed Projects and Programs Schedule and Strategic Planning and Goal Setting Action Plan for FY 2020-2022: passed 4-0
- H. McFerren/Rock to accept and approve the proposed agreement for the new website design with Big Imprint: passed 4-0

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

City Engineer Leo Foley Well # 2 this next week will continue with brushing and cleaning of the well. Engineers would like to review and set an agreement for the Maxson and Rainbow capital improvement. Engineer Goldsberry has set an agreement for design with the Library Board. We have development meeting set with Interim Hansen and City Clerk Geertz this next week. Superintendent Ed Tvrs asked to provide notification of access to the Power Plant to Well #2 going forward. Leo provided he would send a schedule to Tvrs for the maintenance of Well #2. City Hall Upgrade Project is going well. City Staff and VK are pleased with SG Construction's work.

- A. Interim City Manager: Hansen added additional meetings for development and transition report will be provided.
- B. City Clerk: Employee Handbook is undergoing review and update with the assistance of

Mark Funk and Interim Hansen. Scheduling an onsite audit workday with Bowman and Miller PC next week. Incode Cloud operations have been completed with the City's financial software; this has included an upgrade to credit card processing. No future closures scheduled until the next Holiday on July 5, 2021.

- C. Electric Superintendent: Trvs, in addition to the report the power outage on Sunday occurred with an open breaker. This takes time to manually drive the line to verify where the error occurred for the safety of the community and staff. It appears the breaker issue was caused by a squirrel.
- D. Streets Superintendent: in addition, the street department is working on finishing up sidewalk quadrant. Mayor Pro Tem and McFerren communicated a review of the alley way entrance to Clark Street Apartments and schedule maintenance to fix the broken-up alley.
- E. Police Chief: in addition to the report, we have scheduled car inspections starting daily with 3 cars. We are currently working with City Staff to have vehicles parked along Spencer where available to inspect vehicles. Reports are unavailable with the work being done on the server merge with Muscom. Staffing is nearly back to normal, and I appreciate all the hard work and additional hours from staff.

**10. ADJOURNMENT:** Smith/McFerren: passed 4-0 at 8:30pm

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Diane Beranek, Mayor Pro Tem

ATTEST:

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Lee Geertz, City Clerk