

City of West Liberty

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

The City of West Liberty Meeting minutes can be located online <https://cityofwestlibertyia.org>

Meetings will be recorded

1. CALL TO ORDER – Mayor Robert Hartman called the meeting to order at 7:30pm. Mayor Pro Tem Diane Beranek, Council Members David Smith, Cara McFerren, and Jose Zacarias was present. Council Member Robert Rock was absent. Also in attendance, City Attorney Jamie Bosten, City Manager David Haugland and City Clerk Lee Geertz.
2. APPROVAL OF THE AGENDA: Beranek/McFerren 4-0
3. APPROVAL OF THE CONSENT AGENDA: Beranek/Smith 4-0
 - A. Regular Council Meeting Minutes August 03, 2021
 - B. City Clerk/Treasurer Report June 30, 2021
4. Approve Renewal of Class “C” Beer Permit and Sunday Sales Privileges, for St. Louis Sports Bar 102 E 4th Street, effective 08/22/2022: No incidents reported.
5. VENDOR VOUCHER
 - A. Vendor Voucher Claims List# 1 in the amount of \$410,453.95: Beranek/Zacarias 4-0
 - B. Vendor Voucher Claims List #2 in the amount of \$ 27.00: Beranek/Zacarias/Abstain McFerren: 3-1-0
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:
Council Member McFerren inquired on Cyber Security for the Electric Utility; this will be reviewed with BHMG Electric Engineers for the City.
Street Department received compliment from Council Member Smith and residents on the nice work being done by the Street Department and the ADA corners.
7. OLD BUSINESS
 - A. Discussion and Appropriate follow up with the City of West Liberty ATV Application Form: City Clerk Geertz provided the application has been reviewed by the Chief Werling and the application has been reviewed to provide a check list for inspection, ordinance information, and consistent wording. The Fee will be \$30.00 for permit. Staff will continue to review and procedures and ordinance. City Staff has communicated to rural community members will not be able to drive golf carts from their community into city limits. The homeowners would need to contact the County about golf cart traveling county roads. The permit and ordinance will be available on the website and communicated through social media. Application for Permit: Beranek/Smith 4-0 approved.
8. NEW BUSINESS
 - A. Resolution 20210817-35 Pay Estimate #4 in the amount of \$ 71,131.57 Payable to SG Construction for the West Liberty Police and City Hall Building Upgrade: Zacarias/Beranek 4-0 Roll Call Beranek, Zacarias, McFerren and Smith.
 - B. Resolution 20210817-36 Change Order #4 in the amount of \$5,260.88 for the West Liberty Police Department and City Hall Building Improvement Upgrade: Beranek/Zacarias 4-0 Roll Call: McFerren, Smith, Zacarias, and Beranek.
 - C. City Council approved an Event Request by West Liberty Area Arts Council for use of the Ron de Voo Park for Friday Night Music Concert: Beranek/Zacarias 4-0

- D. City Council set an Employee Committee Meeting to review City Handbook Update and Request for staffing increases for the West Liberty Library, Electric Department and Ambulance Department: Beranek/McFerren 4-0 for Friday August 20th with time to be announced.
 - E. City Council approved to set a Finance Committee Meeting for End of Year June 30, 2021, Financial Review and Update on Audit Comment work: Beranek/McFerren 4-0 approved for October 2021. City Clerk will follow up with date and time with committee.
 - F. City Council approved setting a Strategic Planning Work Session December 02, 2021, at 5:00pm Administrated by Callahan Municipal Consultants: Beranek/McFerren 4-0
9. REPORTS – Employee/City Engineer/City Attorney/City Boards/Committees/Commissions
- A. City Engineer: City Engineer provided the update: Rainbow Ave survey is complete, with a preliminary plan should be available next month. The acquisition lot and city lot survey are still having some work. Well #2 has cleaning still in need of being completed. We have received estimates on the roof from Morrison Construction, but still needs more review. There are some questions on the fence and canopy on the water department about being moved. This needs more discussion. The pool slide has been reviewed by the structure engineer. This is in need to have work to have the structure secured. Engineer will provide a plan and estimate to get fixed.
 - B. WWTP Report- Nothing more to add to the report submitted with packet.
 - C. Library Report- Nothing more to add to the report, but there are some board positions open. We have hired replacement staff, but we still need additional aides. Mobile Library was successful with visiting Nichols and Atalissa on Sunday. This is done with Antelope Lending Library as a contract.
 - D. City Clerk Geertz reported a staff meeting was held today. The meeting was held to discuss communication internally, preparing to welcome new City Manager and introducing Chief Werling. Public Works reported the ADA corners are being completed on designated streets.
10. CLOSED SESSION (S)
- A. The City Council desires to hold a Closed Session pursuant to Iowa Code Section 21.5.1(j), to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.
 - i. Motion to go into Closed Session: Beranek/McFerren 4-0 Roll Call: Zacarias, Beranek, Smith, and McFerren.
 - ii. Motion to go out of Closed Session: Beranek/McFerren 4-0 Roll Call: Beranek, McFerren, Smith, and Zacarias.
 - iii. No Decision or motion from closed session.
 - B. The City Council desires to hold a Closed Session pursuant to Iowa Code Section 21.5.1(c), to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
 - i. Motion to go into Closed Session: Beranek/McFerren 4-0 Roll Call: Smith, McFerren, Zacarias, and Beranek.

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- ii. Motion to go out of Closed Session: Beranek/McFerren 4-0 Roll Call: Beranek, Smith, McFerren, and Zacarias.
- iii. City Council approved to have Agreed Upon Procedures Agreement with Bowman and Miller PC: Beranek/Smith Roll Call: Smith, Zacarias, McFerren, and Beranek.

Council Member Smith asked to have the Personnel Committee review the ongoing negative slander against City Staff. Mayor Hartman has requested to have the City Manager review the personnel issues. City Clerk Geertz recommended to review the Communication Policy with City Attorney for further guidance.

- 11. ADJOURNMENT: Beranek/McFerren 4-0 at 9:50pm.

Robert Hartman, Mayor

ATTEST:

Lee Geertz, City Clerk