

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>

Mayor Robert Hartman called a City Council Work Session to order at 6:30pm. Council Members present: Diane Beranek, Robert Rock, Cara McFerren, Jose Zacarias, and David Smith. The work session agenda for this evening was discussion and presentations of the Electric Department and Fire/EMS Department to increase staffing for the departments. Ed Tvrs, Electric Superintendent presented to increase Electric Department staffing to hire an Apprentice Line Mechanic. The Electric Department held 4 positions previous, and due to projects, succession planning and generation this position is needed to be filled. The Electric Revenues will support the Expenses of the position, most importantly to operate safely and in comparison, to other Cities the size of the West Liberty Electric Operations average 5 to 7 employees. Mayor Hartman voiced the concern of having an additional position would have an impact on electric rates. The city is still working on a rate study, the rate impact is unknown, but again Tvrs communicated operations was unsafe and understaffed to handle day to day operations, therefore the need was there for the staffing. The Volunteer Fire Members, Sandy Heick, and Chief Sickels presented a proposal to make the existing temporary positions to operate the Ambulance Service with permanent staffing. The need is there, West Liberty Ambulance is serving more and more calls in the city and rural areas. The proposal will be to have 24 hours/ 7-day operations. Mindy Sickels Sterbenz presented a schedule and wage/benefit budget for Council to consider.

1. Mayor Robert Hartman called the City Council meeting to order at 7:35pm. All City Council Members are present: Mayor Pro Tem Diane Beranek, City Council Members, Robert Rock, David Smith, Cara McFerren, and Jose Zacarias. Staff Members present: City Manager David Haugland, City Clerk Lee Geertz, and Electric Superintendent Ed Tvrs.
2. City Council approved the agenda: Beranek/McFerren 5-0
3. City Council approved the consent agenda with the following items: Beranek/Rock 5-0
 - A. Regular Council Meeting Minutes August 17, 2021
 - B. City Clerk/Treasurer Report July 31, 2021
4. Approve Renewal of Class "C" Beer Permit and Sunday Sales Privileges:
 - A. Class C Liquor License, Carnitas Nino, 106 E 3rd St. LC0046259
 - B. Class C Liquor License, Puebla Mexican Restaurant, 124 E 3rd St. LC0043862
 - C. Class E Liquor License, Giri's Liquor Store, 1006 N Columbus St. LE0002255
 - D. Class C Beer Permit, New York Dollar, 320 N Calhoun St BC0030662
5. Approved Vendor Voucher Claims Lists:
 - A. Vendor Voucher Claims List # 1 in the amount of \$322,801.82: Beranek/Rock 5-0
 - B. Vendor Voucher Claims List #2 for Cardinal Graphic and Printing in the amount of \$220.00: Beranek/Zacarias with McFerren abstention 4-1-0

- 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 Beranek provided a complaint received Miller and 4th Street with a dip, low spot and sinking in need of review.

Council Member Smith provided a concern of Clay and 5th Street with road low area/dip in the brick area. City Engineer will review the two sections with City Manager Haugland and Street Superintendent Reinhardt.

Council Member McFerren received a complaint dumping in the alley way, possibly the West Liberty Police Department should place camera system to monitor the illegal dumping. The resident had placed a no dumping sign, and it appeared to work. City Clerk Geertz communicated this has been an ongoing issue for property owners with alley access. One situation was due to large amounts of trash coming from the Dollar General Store and they have been notified of the ongoing nuisance. City crews continue to clear the additional debris. City Clerk added a request she had received from Francisco Martinez with Latino Unidos to add a walking parade from 3rd Street to Spencer Street, North to E 4th Street, to N Calhoun St, returning to E 4th Street. Streets would need to be closed. Council did not look to approve the additional request due to safety concerns with traffic. Council would encourage to have this added to the next year event. Mayor Broderson contacted City Clerk to provided EMA Manager Brian Wright provided his retirement effective 09-16-2021. City Clerk communicated he would be greatly missed, and all his work and communication were appreciated. Clerk Geertz asked Council Member Rock to convey to the EMA Board. Lisa Browning communicated her disappointment with the ADA corners in the downtown area. Thought they had been very messy. City Manager Haugland reported he will be meeting with Mrs. Browning at her shop to discuss the next day. City Manager Haugland reported the alley way located behind Jeff's Market was very rough and there had been a utility repair leaving the alley very rough. Jeff's Market is working with the city for the closure. City Clerk Geertz then added City Manager Haugland had worked with Clerk Geertz to create a letter to the businesses in the downtown area to notify of the festivals and limited parking.

7. NEW BUSINESS

- A. Discussion and Appropriate Follow up for Children's Festival Event Request with City Assistance September 11, 2021. City Council approved City Support with the closure of 3rd Street for the annual Children's Event Festival on Saturday, September 11, 2021. This will be the 24th year.
- B. City Council approved Resolution 20210907- 37 Resolution to Approve and Update Apprentice-Assistant Lead Mechanic position: Roll Call Zacarias/Rock: Rock, McFerren, Zacarias, Beranek, and Smith 5-0
- C. City Council Tabled Resolution 20210907-38 Resolution to Approve an Update the Fire/EMS Department with an Increase to the EMS/Ambulance Department Staffing: Roll Call: Beranek/Smith to table: 3-2 Yes: Beranek, Rock, and Smith No: McFerren and Zacarias. Discussion: Beranek and Smith have requested additional budget information and data for the need of the positions for sustainability. Beranek communicated concerns

of the reserve funds. Zacarias communicated to try this until June 30, 2022. Beranek and Smith communicated concerns with the Ambulance Vehicle replacement. Beranek stated she just has concerns and needs more information. Chief Sickels and Fireman Eric Christensen covered concerns with reserve use of funds. Chief Sickels communicated there is enough with 250,000 with certificate and wouldn't look to replace the ambulances for at least 5-7 years. Clerk Geertz provided balances from Treasurer Report for Council on the Ambulance Reserve. Chief Sickels communicated there was enough reserve to fund the equipment and staff. Clerk requested clarification on additional information was requested with budget, and then bring resolution back to next Council meeting on 9-21-2021.

- D. City Council approved Resolution 20210907- 39 for additional Parks and Recreation Department Staffing- Recreation Leader position to manage the Youth Sports recreation programs: Roll Call: Rock/McFerren: 4-1: Zacarias, Smith, McFerren, and Rock: Nay: Beranek
- E. City Council approved Resolution 20210907- 40 to update Authorized Signers for banking accounts: Rock/McFerren 5-0: Roll Call: McFerren, Rock, Zacarias, Beranek, and Smith.
- F. City Council approved Resolution 20210907-41 accepted and approved Preliminary Plat for Buysse Property: Beranek/McFerren 5-0 Roll Call: Smith, Beranek, Zacarias, McFerren, and Rock. Brad Akers presented the development will review building costs and look to break ground in the spring of 2022.
- G. City Council approved Resolution 20210907-42 approved David W. Johnson Trust Request to Subdivide Parcel 0218400009 1689 130th Street, West Liberty IA located 2 miles of Corporate Limits: Beranek/Rock 5-0: Roll Call Vote: Smith, Beranek, Zacarias, McFerren, and Rock.
- H. City Council approved Resolution 20210907-43 for sale with the bid of 2006 Altec TA 37 M Bucket Truck to Roth Electric in the amount of \$12,600: Beranek/Rock 5-0: Roll Call: Smith, Rock, McFerren, Beranek, and Zacarias.
- I. City Council approved the Economic Development Grant Request submitted by Mac Howes, for New Strand Theatre 111 E Third Street Building Improvements in the amount of \$14,850.00: Beranek/Zacarias 5-0
- J. City Council approved the Economic Development Grant Request submitted by Jose Zacarias, 122 East Third Street Building Improvements in the amount \$3,747.50: Beranek/Rock: 4-1-0 (Zacarias abstention) Discussion by Zacarias providing the updates will provide a store front for a new massage therapist business.
- K. Finance Committee set the date for a meeting on September 21st at 6:30pm to discuss Emergency Relief Funds First Contribution for Distribution/Projects. Zacarias/McFerren 5-0 approved.

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

Amended Minutes 09-21-2021 for 9-07-2021 meeting

- A. City Engineer Leo Foley provided an update on Dutton Property survey and setting pins for a project. Well #2 still in need of having the case scrubbed and have set a meeting with Superintendents and City Manager to discuss. Rainbow Drive will be reviewed for drainage with the improvement project. City Hall project appears to be on track and a meeting was held with staff to discuss some outstanding items.
- B. Employee Policy and Grievance Committee: No discussion from meeting, all information was recommended to be heard at the work session.
- C. Ambulance Board: No further discussion from the meeting, all information recommended from the meeting was heard during the work session.
- D. City Staff Meeting Minutes: Staff will hold a meeting prior to City Council Meetings and information from staff will be provided in the notes. No further information was added.

9. ADJOURNMENT: 8:30pm Beranek/Smith 5-0