

City of West Liberty Council Meeting Minutes 10-19-2021

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

The City Council of the City of West Liberty, Iowa, held a meeting at 400 N Spencer St. West Liberty Public Library- the meeting was also available through zoom: Mayor Robert Hartman convened the meeting at 7:30 p.m. on October 19, 2021, pursuant to the rules of the Council. City Council Members in attendance: Mayor ProTem Diane Beranek, Council Members Robert Rock, Jose Zacarias, Cara McFerren, and Council Member David Smith. Staff Members in attendance, David Haugland, City Manager, Lee Geertz, City Clerk, and Library Director Allie Paarsmith.

City Council approved the agenda for 10-19-2021: Beranek/McFerren 5-0

Swearing in of Officer Maddi Friedrich by Mayor Robert Hartman. City Council, Mayor, and Staff welcome Officer Friedrich to the team. Officer Friedrich Father had the honor of presenting Officer Friedrich with her West Liberty Police Department Badge.

City Council approved the Consent Agenda: Beranek/McFerren 5-0

Consent Agenda: Regular Council Meeting Minutes October 05, 2021, City Clerk/Treasurer Report August 2021, and approval of Class C with Sunday Sales Liquor License for DMH298, LLC DBA Wink's Bar and Grill.

City Council approved Vendor Voucher Claims List #1 for \$752,728.19: Beranek/McFerren 5-0

City Council approved Vendor Voucher Claims List #2 Cardinal Sign Graphic for \$120.00: Beranek/Rock 4-1-0 (1 abstention McFerren)

City Council approved Vendor Voucher Claims List #3 Jose Zacarias TIF (Tax Increment Finance) Economic Matching Grant Reimbursement for \$3,740.77: Beranek/McFerren 4-1-0 (1 abstention Zacarias)

Public Correspondence:

Council Member Zacarias provided introduction for the public comments requesting action/funding in support of the organization. City Council received a presentation and public comments for the Coalition for Excluded Workers of Iowa. Members of the organization provided information and proposal to City Council to consider their organization as a recipient of funds from the American Rescue Fund. Council Member Zacarias provided introduction for the public comments requesting action/funding in support of the organization.

Ken Brooks, We Lead Director introduced himself to Mayor Hartman and City Council. Director Brooks communicated his experience and skills makes the position a good fit and is looking forward to successfully meet goals on behalf of the economic development organization.

Mayor Hartman inquired of any other public correspondence with Council and City Staff. No further correspondence presented.

New Business:

City Council approved an early street closure for the West Liberty Farmer's Market Event: Mary Jo Lugo provided an early closure request to allow added set up time for added Halloween activities in coordination with the West Liberty Farmers Market. It was also provided Chief Werling will coordinate with the event to include distribution free Halloween Costumes to the public during the event. Beranek/Smith 5-0

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City Council approved resolution 20211019-53: a resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue (Taxable) Refunding Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1,920,000: McFerren/Beranek 5-0 Roll Call Vote: Beranek, Zacarias, Smith, McFerren, and Rock: Yes

Discussion: The Sewer Revenue refunding loan will be an issue for existing debt, and no new funds will be asked. The refinance will lower the interest for the term still being on the debt. The refinance will be at a lower interest rate and will save the utility \$60,000 in interest payments. The City will look to place the debt with West Liberty local financial institution.

City Council approved Resolution 20211019-54: A Resolution for Change Order #7 for the City Hall and Police Building Upgrades with S.G. Construction for \$3,502.11: Beranek/Zacarias: 5-0 Roll Call Vote: Beranek, Zacarias, Smith, McFerren, and Rock: Yes

Discussion: Change order was to re-key existing locks, addition painting and window seal work.

City Council approved Resolution 20211019-55: a Resolution authorizing the purchase of furniture for Phase I building upgrade project for Police Department and City Hall in the amount not to exceed \$40,000: Zacarias/Beranek 5-0 Roll Call Vote: McFerren, Smith, Rock, Beranek, and Zacarias: Yes

City Council approved Resolution 20211019-56: a Resolution to approve an agreement with Northland Securities for \$3,500 to complete a Garbage Rate Study: Beranek/Rock 5-0 Roll Call Vote: Beranek, Zacarias, Smith, McFerren, and Rock: Yes

Discussion: The City of West Liberty will agree to have Northland Securities, City financial advisor perform a garbage utility rate study. The last study was completed in 2013 and rates have not been reviewed since. City Council will look to have the financial review of the revenues are meeting expenditures, such as staffing, facility and equipment.

City Council approved Resolution 20211019-57: a Resolution to Approve Electric Department and Parks/ Recreation Hire and Salary for FY 2021-2022: Beranek/McFerren 5-0 Roll Call Vote: Smith, McFerren, Rock, Beranek, and Zacarias: Yes

Discussion: Electric Department new hire Damien Sawvel Assistant Lead Mechanic Apprentice annual wage \$49,587.20: Eben Bierman new hire Park and Recreation Leader at \$25,480.00 annual wage.

City Council approved Option B for the Well No. 2 Project for additional contract services with Morrison Construction and Lovewell Fencing: McFerren/Zacarias 5-0

Discussion: City Staff recommended to approve choice B of the have a fence gate placed to meet future gate entrance needs for the Well # 2 rehab project.

City Council approved Set the date for work session on November 2, 2021, at 6:30pm: Presentation by Bowman and Miller PC (Police Chief) Agreed Upon Procedures Report: Beranek/Rock 5-0

Reports: Employee/City Engineer/City Attorney/City Boards/Committees/Commissions

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City Engineer Leo Foley provided an update on the following: Rainbow Ave estimated costs ready and will plan to get together with City Staff to discuss the costs and preliminary plans. Cost estimate for 4th and Miller Street is ready, there are two alternatives for the project. One is brick and the other is concrete.

City Staff Minutes: City Manager Haugland provided in addition to the staff minutes that We Lead Director Ken Brooks and he had attended a tour of the West Liberty Foods plant with Tom Alberti. Chief Werling and I have set an appointment to meet with the Olsen's on Monday at 4:15pm. I did speak with Brad Akers and he has said he should be available next week to discuss more on his project. Kacee Bell followed up with us on her project and said she has spoken with her bank on the lease agreement. City Manager will follow up with the lease agreement information with the Kacee's bank. The City Code needs updating, I have reached out to Simmering and Cory and asked for a quote on the project. We will bring the agreement for your review at the next meeting.

Sewer Report: EPA report for sewer collections provided by Water/Sewer Supervisor Goodale.

Building and Grounds: Committee Chair Beranek provided an update on the Police and City Hall upgrade work. Council Members Beranek and Smith recommend the ADA access be reviewed by City Building Inspector Goerdt for railing. Phase II was reviewed and discussed to extend City Hall and PD from the existing building to create more office space, council chambers, and archive space. City Manager Haugland communicated the Phase II project is under review with Northland Financial for funding to allow the project to be move up a year earlier. City Manager Haugland will set a walk-through next week.

City Council adjourned the meeting at 8:27pm: Beranek/Smith 5-0

Robert Hartman, Mayor

Attest:

Lee Geertz, City Clerk