

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>

The City Council Work Session was called to order at 6:30pm by Mayor Robert Hartman. In attendance Council Members, Diane Beranek, Jose Zacarias, David Smith, Cara McFerren and Robert Rock. Also in attendance, City Manager David Haugland, Communications Director Jacob Lane, Library Director Allie Paarsmith and City Clerk Geertz. The topic of the work session was a presentation by Taylor Johnson of Bowman and Miller PC to review the Agreed Upon Procedures Report for underbilling of water and sewer utilities during fiscal year ending 2018-2021. The report will be on the November 16, 2021, for City Council to receive and file.

Meetings will be recorded

1. The meeting was called to order by Mayor Robert Hartman at 7:30pm. In attendance, Mayor Pro Tem Diane Beranek, Council Members, Cara McFerren, Jose Zacarias, Robert Rock and David Smith. Also in attendance, City Manager David Haugland, Communication Director Jacob Lane, Library Director, Allie Paarsmith and City Clerk Geertz.
2. City Council approved the agenda: Beranek. McFerren: 5-0 PUBLIC HEARING (S)
3. City Council approved to open the Public Hearing on Proposal to Enter into a Sewer Refunding Loan Agreement: Beranek/McFerren: Roll Call: Beranek, Zacarias, Smith, McFerren, and Rock 5-0.  
City Council approved to close the Public Hearing on Proposal to Enter into a Sewer Refunding Loan Agreement: McFerren. Beranek: Roll Call: Beranek, Zacarias, Smith, McFerren, and Rock 5-0. No correspondence or discussion.  
City Council approved Resolution 20211102-58 A Resolution Taking Additional Action on Proposal to Enter into a Sewer Refunding Loan Agreement: Beranek/McFerren: Roll Call: Zacarias, Smith, McFerren, Rock and Beranek 5-0.
4. City Council approved the Consent Agenda to include Regular Council Meeting Minutes October 19, 2021: McFerren/Beranek 5-0.
5. City Council approved the Vendor Voucher Claims List #1 for \$250,740.79: Beranek/Zacarias 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. No one present or on zoom for public comments or correspondence. City Council Member McFerren shared input she had received from community members requesting a dog park. McFerren communicated she understood this is something the Park Director is aware of and is working on. City Manager Haugland also communicated the Park and Rec are finishing on a Master Park Plan Study, this will be included. We can also have this listed on the strategic planning session coming up in December. McFerren had also received inquires on tree stumps being completed, concern the stumps had been overlooked. City Manager Haugland communicated that Street Superintendent, Reinhardt had shared the crew is continuing to work on stumps. When the project began of the tree removal there has been approximately 170 trees in addition the derecho damage. The Street Department has about 43 stumps remaining, and they continue to work on them weather permitting. McFerren also shared she will be starting the Coffee with Council Member on November 13<sup>th</sup> at the WL Foods Market 10:00am until Noon. Communication Director

Lane will place the information on the City's social media page. Clerk Geertz communicated just a reminder no more than two Council Members to be present at the event, if so, we will post a public meeting notice. Council Member Beranek provided she had received an inquire on the Columbarium, City Clerk Geertz communicated she would follow up with Deputy City Clerk Hoffert about the inquire. We have reached out to contract for assistance to have the columbarium's numbered and adjusted. In addition, City Manager Haugland provided the City's After Hours calling had another issue, we have reached out to Liberty Communications and Centraltel to correct the issue, and in hopes we have this corrected going forward. This is an issue with afterhours emergency reporting for utilities, and the call-in number was not forwarding correctly. Haugland communicated he had completed follow up calls with Mr. Price on the nuisance items.

7. New Business:

- A. City Council approved Resolution 2021102-59 Change Order #8 for the City Hall and Police Building Upgrades with S.G. Construction for \$962.50: Beranek/Smith: Roll Call: Beranek, Zacarias, Smith, McFerren, and Rock 5-0. Council Member McFerren inquired on the budget and percentage of change orders. City Engineer Foley communicated it was over 50% but due to the type of project and age of the building this is not out of the ordinary.
- B. City Council approved Resolution 2021102-60 A Resolution Pay Estimate #7 for \$13,392.49 for Police Department and City Hall Building Upgrade Project: Beranek/McFerren: Roll Call: Rock, McFerren, Smith, Zacarias, and Beranek 5-0.
- C. City Council approved Resolution 2021102-61 A Resolution Naming Depositories for the Funds of the City of West Liberty, IA: Beranek/McFerren Roll Call: McFerren, Smith, Rock, Zacarias, and Beranek 5-0.
- D. City Council approved Resolution 2021102-62 A Resolution Approving an Agreement with Simmering-Cory/Iowa Codification for City of West Liberty City Code Codification Project: McFerren/Beranek: Roll Call: Smith, Zacarias, Beranek, Rock and McFerren 5-0.
- E. City Council approved Resolution 2021102-63 A Resolution to Accept and Approve Deer View Acres Addition, A Re-subdivision of Muscatine Auditor's Parcel "K" SE ¼ of the NE ¼ of Section 14 TY78N-R4W: Beranek/McFerren Roll Call: Rock, McFerren, Smith, Beranek, and Zacarias 5-0.
- F. City Council Set the Date for Strategic Planning Session with Callahan Associates December 1, 2021, at 5:00pm location to be announced: Beranek/McFerren 5-0.
- G. City Council approved to set a Public Safety Committee Meeting to review Police Department Staffing, Police Department Equipment, and Downtown Parking for residence: Beranek/Smith 5-0. Chair Rock will reach out to City Clerk Geertz to set up a meeting date.

8. REPORTS

- A. City Engineer Leo Foley of Veenstra and Kimm provide the following updates: Well # 2 projects with Northway Well, Morrison Construction and Lovewell Fencing will begin no later than November 17<sup>th</sup> to be completed by December 10<sup>th</sup>. There was a meeting held with City Staff, West Liberty Foods and engineers to discuss potential strengths for processing to include a bio-digester project for methane gas. West Liberty Foods is extremely interested in clean energy opportunities. We have completed the Rainbow drive alternatives and will be ready to present the final design coming up soon.
- B. City Staff Minutes: There was no further information to be added in addition to the staff meeting minutes filed with the City Council Packet.
- C. Employee Policy and Grievance Committee: Committee Chair Rock communicated the Committee held a meeting on Thursday of October 28<sup>th</sup> to begin the review of the West

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Liberty Employee Handbook update. The review had covered about 1/3 of the policy and we will look to set another meeting to continue the review.

9. City Council as a consensus opted not to have a Closed Session.
10. City Council approved to adjourn the meeting at 7:59 pm: Beranek/McFerren 5-0.

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Robert Hartman, Mayor

ATTEST:

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Lee Geertz, City Clerk