

City of West Liberty Meeting Minutes 12-17-2021

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

City Council held a work session at 6:30pm with City Engineer Leo Foley of Veenstra an Kimm. The subject of the work session was the discussion on Capital Improvement Project, Rainbow and Maxson Street Improvements.

1. Newly Elected Officials, Katherine McCullough, Dana Dominguez, and Omar Martinez stated the Oath of Office as the Official appointment process administrated by Mayor Robert Hartman, outgoing Mayor.

Katherine McCullough, Mayor
Dana Dominguez, Council Member
Omar Martinez, Council Member

2. Mayor Robert Hartman called the meeting to order at 7:30pm. In attendance Mayor Pro Tem, Diane Beranek, Council Members Cara McFerren, and Jose Zacarias. Absent Council Members David Smith and Robert Rock. Staff Members in attendance: City Manager Dave Haugland, City Clerk Lee Geertz, IT Director Nick Heath, and Communications Director Jacob Lane.
3. City Council approved the December 21, 2021, agenda with an amendment to table the City Clerk/Treasurers Report for October 2021 for the next meeting: McFerren/Beranek 3-0
4. Mayor Hartman appointed the following Library Board Members: Mary Jo Lugo and Vanessa Espinoza
City Council approved the appoints: McFerren/Zacarias 3-0
5. PUBLIC HEARING (S)
 - A. City Council opened the Public Hearing on Ordinance 20211221-03 An Ordinance for Adopting Flood Plain Management, West Liberty, IA: Beranek/McFerren Roll Call: McFerren, Zacarias, Beranek 3-0

No correspondence was received, and no public comments are presented.
 - B. City Council closed the Public Hearing on Ordinance 20211221-03 An Ordinance for Adopting Flood Plain Management, West Liberty, IA: McFerren/Beranek: Roll Call Vote: McFerren, Zacarias, Beranek 3-0
 - C. City Council approve the first reading of Ordinance 20211221-03 an Ordinance Adopting Flood Plain Management, West Liberty, IA to update with recommended language provided in the draft:
Beranek/McFerren Roll Call Vote: Beranek, Zacarias, McFerren 3-0
 - D. City Council opened the Public Hearing on the Proposed New Precinct Boundaries in the City of West Liberty, IA: McFerren/Zacarias Roll Call Vote: Zacarias, McFerren, Beranek 3-0

No Public correspondence received, and no public comments presented. Discussion, staff recommended option two of the proposed changes. Due to 2020 Census and population of 3500 or more the Cities and Counties are required to update precincts. The impact is minimal for the West Liberty, all the polling places will remain the same. The Ordinance will need to be amended in the future based on growth of the City population and annexations.
 - E. City Council closed the Public Hearing on the Proposed New Precinct Boundaries in the City of West Liberty, IA: Beranek/McFerren: Roll Call Vote: McFerren, Beranek, Zacarias 3-0
 - F. City Council approved the first reading of Ordinance No 20211221-04 Option 2 of new precinct boundaries in West Liberty, IA: Beranek/McFerren Roll Call Vote: McFerren, Beranek, Zacarias 3-0
6. APPROVAL OF THE CONSENT AGENDA
 - A. City Council approved Council Meeting Minutes December 07, 2021: Beranek/McFerren 3-0
7. City Council approved Vendor Voucher Claims List #1 in the amount of \$313,913.00: Beranek/McFerren 3-0

8. 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, address for the record, and keep your comments to no more than 2 minutes.

Priscilla Haessig commented on the how nice the Christmas lights looked and thanked the Electric Department for the upgrade of the lights.

9. NEW BUSINESS

- A. City Council approved Resolution No. 20211221-80 A Resolution to Approve Pay Estimate 8 for the City Hall and Police Building Upgrades with S.G. Construction in the Amount of \$25,934.40:
McFerren/Beranek Roll Call Vote: McFerren, Zacarias, Beranek 3-0

City Manager communicated this is the final payment less the retainage remaining on the concrete work in need of being completed in the spring with SG Construction.

- B. Resolution No. 20211221-81 A Resolution to Approve Amending the Fee Appendix:
Beranek/Zacarias Roll Call Vote: Beranek, Zacarias, McFerren 3-0 Council Member McFerren did inquire on the meter testing rate, City Clerk Geertz provided an explanation this is a charge for the 3rd party cost to have the meter tested, shipping and mileage. If the meter is in error the City will refund the fee back to the utility customer, if the meter is not in error, then the customer is responsible for the \$150.00 fee.

- C. City Council approved Resolution No. 20211221-82 A Resolution to Approve Amending Resolution 20210907-38 for Ambulance Staffing Positions, Scheduled Hours as a Combined Department:
McFerren/Beranek Roll Call Vote: Beranek, Zacarias, McFerren 3-0

City Clerk communicated the resolution is to amend the existing resolution approved by Council for staffing but did not have the hours originally listed in the resolution. The amended resolution would include hours as motioned and approved. City Clerk apologized to Chief Sickels for the misunderstanding of hours approved by council and the amendment documents the motion for the record.

Council Member McFerren asked for clarification on Fire Department minutes of Fire Chief's statement, Mayor Hartman communicated that the question was not relative to the resolution, and we need to move forward.

- D. City Council approved the West Liberty Strategic Plan for FY 2022-2024 drafted by Callahan Associates: Beranek/McFerren 3-0

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

- A. City Engineer provided further update on the Well#2 work and Northway Well was experiencing staff shortage but should have the opportunity to perform the contracted service in the next week.
- B. Fire Chief and Department Appointments: Nothing further to add, Chief Sickels appointment will be on January 4, 2022, meeting. Clerk Geertz will reach out to him on the appointment.
- C. Sewer Report: Administrative reports for EPA
- D. City Staff Minutes: City Manager Haugland reported a power outage, Electric staff responded quickly. No significant issues occurred with the outage. City Clerk updated to Mayor and Council on FY 2021 Audit is wrapping up. Staff has continued to work on the organization of the City Hall. Electric Plant had the furnace go out and thank you to the Fire Department for responding to the issue. Council Member McFerren asked for communication when administrative staff will be out of the office.

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City Clerk apologized for the oversight of communication, had believed there was notes in the correspondence with Council. City Clerk briefed Mayor and Council on the safety and security procedure in place at City Hall for access.

Mayor Robert Hartman addressed all and stated is appreciation and opportunity to serve the community and work with the City staff over the years. Mayor also communicated his leadership was not making it personal and hopes there is no loss of friendships. City Clerk Geertz, thanked Mayor Hartman for his service, stated the appreciation of his commitments during good and challenging times over the last years. In 2012 the City worth was around \$2 million, since the Mayor's leadership, Council, and staff efforts the City now is a \$13 million City with strong reserves and growing.

11. City Council adjourned the meeting at 8:30pm: Zacarias/McFerren 3-0

Katherine McCullough, Mayor

ATTEST:

Lee Geertz, City Clerk