

Public Notice Is Hereby Given: City Council Minutes and Video can be found on the City of West Liberty's website: cityofwestlibertyia.org

Mayor McCullough called the work session to order at 6:02pm. Council Members present: Diane Beranek, Omar Martinez, Cara McFerren, and Jose Zacarias. Council Member joined the meeting via zoom and later in person. Staff members present: City Manager Haugland, City Clerk Geertz and Deputy City Clerk Hoffert. PCC representatives Travis and Michelle Smith. PCC the City's third-party ambulance billing contract presented process and procedures of the ambulance billing. This is a three-part process where there is the front end, EMT and Paramedics, middle, receiving information to create the billing, third city administration collection of receipts. The front end must collect all the demographic information in order to create the billing, if this is not done in a timely manner it becomes difficult to collect on the calls. The Ambulance service provides a higher percentage of service to Medicare/Medicaid patients. Therefore, as agreed upon in an agreement with Medicare/Medicaid the ambulance only receives a small portion of the billed service. However, since the city participates with the IA GEMT program it provides an opportunity to collect on billing, we normally would not be able to collect per the agreement. There is a quarterly and annual cost to participate in the IAGEMT program. There is also required compliance reporting. City Administration receipts payments and records all income to the Ambulance general fund line item designated "charges for service." The City processes a monthly audit to reconcile all payments and transactions are in balance. This is also again reviewed by the City's auditor and PCC's auditor on an annual basis. The city can send bad debt to Iowa Income Offset for billing not paid. This is a program where the city staff submits upon approval by council to the state program to collect on income tax returns (state) lottery winnings, and miscellaneous individual funds. The city however has bad debt with ambulance billing if there are certain items are unable to be collected or if the patient is deceased. The bad debt will be written off and approved by council. Both are adjustments made to the City's revenue as a loss. On average the city collects around \$205,000 in revenue for ambulance services billed.

That the above-mentioned Government Body will hold a Regular Meeting at the date, time, and place above set out. The tentative agenda for said meeting is as follows:

Meetings will be recorded

Mayor McCullough called the meeting to order at 7:32pm. Roll Call City Council Members: Jose Zacarias, Dana Dominguez, Cara McFerren, Omar Martinez, and Diane Beranek.

Agenda was amended by motion of tabling Fire Chief Sickels appointment and adding to set the date for a special meeting: McFerren/Dominguez 5-0

Mayor McCullough stated the Oath of Office with new West Liberty Police Officer Nicholas Blocker. Congratulation to Nicholas and his family. Welcome to the West Liberty team.

City Council approved the consent agenda: McFerren/Dominguez 5-0

A. Regular Council Meeting Minutes for April 19, 2022

B. City Clerk/Treasurer Report January 2022

City Council approved the Vendor Voucher Claims List #1 in the amount of \$248,779.65: Zacarias/Beranek 5-0

7. 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.

Public Comments:

Karen Lathrop Zimmerman- Fire/EMS department communicated her support of the ability of the members to go on their own.

Dillon Christensen: provided call statistics and asked everyone to continue working together to resolve.

Attorney Bill Tharp: asked to continue the work and as a good faith effort the department has extended until June 3rd. There needs to be action within a month.

Ken Brooks, We Lead Director communicated there will be a luncheon on Friday, May 13 a year in review.

City Council correspondence:

All have received emails and correspondence with regards to resolution of the Fire/EMS relationship. There has also been inquires on the sidewalks in repair. Council Member Dominguez thanked all the Fire Members for their initiative to show to meetings and continue to communicate with Council.

Mayor McCullough had received nuisance correspondence and has asked the City Manager to follow up and advocate for the city on behalf of these nuisance items.

City Clerk Geertz provided a mailing from West Liberty Foods with the announcement of Ed Garret's retirement.

OLD BUSINESS

City Council approved to have the Public Safety continue work and set a public safety meeting to collect and review information pertaining to the proposed MOU 28E Agency Agreement presented: Dominguez/Martinez 5-0

During discussion Dominguez provided a timeline for Council to setting a schedule to continue the work and progress of the discussion towards setting a meeting with the WLVFD June deadline.

9. NEW BUSINESS

A. Brian Mellhus of West Liberty Foods presented West Liberty Foods newly designed plant and operations proposal. The facility will be on an entirely new parcel of approximately twenty-three acres in the Liberty Park area. This facility will look to have support from the entire community and City for the newly constructed facility. The existing sight will be available to the community to build more residential living, commercial shops, and possibly park space. Mayor McCullough communicated to let her know what is needed from the city as West Liberty Foods is applying for a Federal Grant to assist with the funding of the new facility.

City Council approved by roll call vote: Resolution 20220503-22 A Resolution to Approve Rental Space Fee with the West Liberty Community Center in the amount of \$200.00 per meeting during May 2022 through August 2022 for West Liberty Community Center for dates May 2022 through August 2022: Zacarias/Martinez 4-0 (Zacarias, McFerren, Martinez and Beranek) Council Member Dominguez asked to be excused with a family emergency.

City Council approved by roll call vote: Resolution 20220503-23 A Resolution to Amend the City of West Liberty Fee Schedule. Beranek/Zacarias 4-0(Zacarias, McFerren, Martinez and Beranek)

City Council approved by roll call vote: Resolution 20220503-24 A Resolution to Approve Contract Agreement for the Purchase of Tasers and Camera Equipment in the amount of \$99,650.06 for Fiscal Year 2022-2023 for the West Liberty Police Department. Beranek/McFerren for 5-year contract in the amount of the proposed agreement: 4-0 (Zacarias, McFerren, Martinez, and Beranek)

City Council set the Date for Public Hearing on May 17, 2022, at 7:30pm to Amending Solid Waste Fees by Ordinance: Beranek/Zacarias 4-0

City Council set the Date for Public Hearing on May 17, 2022, at 7:30pm to Amend City of West Liberty Municipal Code of Ordinance Title 10 Zoning Regulations Section 10-1-1 Section Description Home Occupancy. Beranek/McFerren 4-0

City Council set the Date for Public Hearing on May 17, 2022, at 7:30pm to Amend Wes Liberty Municipal Code of Ordinance Title 10, Chapter 6 Residential Requirements, Section1- 10-6-B-1, Section 2-10-6B-5, Section 3- 10-6B-6, Section 4-10-6C-1 establishing Zero Lot line dwellings: Beranek/McFerren 4-0

City Council set the date for a special meeting/work session on May 12th at 5:30pm located at the We Lead Building. The Public Safety Committee will present the findings and review of the proposed MOU 28E Agency agreement to council. Beranek/McFerren 4-0

Discussion: City Manager reported the funding will come from debt service instead of leasing or bonding for the purchase of the equipment. City Council Member McFerren asked on the safety of the AXON have permission to the City's server. City Clerk and Chief communicated this would be reviewed by IT.

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

City Engineer Leo Foley presented that well #2 was being completed with the scrub and we should have a full report in the next week.

City Staff minutes in addition to the report provided, Deputy City Clerk Hoffert reported the Columbarium's are now 100% completed and ready to sale. There will be some follow up with the maintenance to be sure the columbarium's have sealed properly. Council Member Beranek asked of City Manager where we were at with Phase II of City Hall, City Manager responded we need RFQ and will look to place them next week with the architects.

Committee meeting notes presented:

Planning and Zoning 4-25-2022 and Public Safety Committee 4-26-2022

ADJOURNMENT: Zacarias/McFerren 4-0 at 8:47pm

Katherine McCullough, Mayor

ATTEST:

Lee Geertz, City Clerk