

West Liberty City Council Meeting Minutes 07/19/2022

Mayor Katherine McCullough called the July 19, 2022, City Council Meeting to order by roll call at 7:32pm. City Council Members Present: Omar Martinez, Dana Dominguez, and Jose Zacarias. Council Member Absent: Cara McFerren. City Staff Members Present: City Manager Dave Haugland, City Clerk Geertz, and Deputy City Clerk Hoffert.

City Council approved the July 19, 2022, Agenda: Martinez/Dominguez 3-0.

Mayor McCullough performed the Oath of Office with newly hired Police Officer Derek Holmes. Officer Holmes wife was present and all welcomed Officer Holmes to the City.

City Council approved the consent agenda: Dominguez/Martinez 3-0

- City Council Meeting Minutes 07-05-2022
- City Clerk/Treasurer Report April 2022
- St. Louis Bar request to renew Beer and Liquor Class C with Sunday Sales license LC0037875 effective August 20, 2022.

City Council approved by roll call vote to open the public hearing for fiscal year 2022-2023 first Budget

Amendment: Zacarias/Martinez: Martinez, Dominguez, and Zacarias 3-0

Mayor asked for public comments or correspondence. City Clerk reported no comments or correspondence has been presented.

City Council approve by roll call vote to close the public hearing to amend fiscal year 2022-2022 first Budget

Amendment: Zacarias/Martinez: Martinez, Dominguez, and Zacarias: 3-0.

City Council approved Resolution 20220719-02, to amend fiscal year 2022-2023 first Budget Amendment by roll call vote: Zacarias/Dominguez: Martinez, Dominguez, and Zacarias: 3-0.

City Council approved Vendor Voucher Claims List #1 in the amount of \$588,854.87 and Vendor Voucher Claims List #2 in the amount of \$240.00: Dominguez/Zacarias: 3-0.

Mayor McCullough asked for public comments in person and via zoom. No comments presented.

City Council Public Comments or Correspondence: Council Member Dominguez commented on recent discussions she viewed online regarding water usage. Dominguez reminded utility customers they can contact City to have meters checked. City Clerk recommended educational material assistance from the Water Department and Communication Director about water leaks and high consumption in the summer months. Dominguez suggested food coloring in the back of the toilet tank to identify water running. Deputy Clerk Hoffert shared additional information with the use of food coloring, and the water might not be visible, but a leak is still present.

City Council approved Resolution 20220719-02 by roll call vote, a Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the West Liberty Urban Renewal Area: Martinez/Zacarias: Martinez, Dominguez, and Zacarias: 3-0.

City Council First Reading approved by roll call vote, Ordinance 01-20220719, an Ordinance Providing for the Division of Taxes Levied on Taxable Property in the July 2022 Addition to the West Liberty Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa: Martinez/Dominguez: Martinez, Dominguez, and Zacarias: 3-0.

City Council approved Resolution 20220719-04 by roll call vote, a Resolution Authorizing the City of West Liberty to enter into an Agreement with the Iowa Economic Development Authority on Behalf of the Iowa Community Catalyst & remediation Grant Program in the amount of \$100,000: Martinez/Dominguez: Martinez, Dominguez, and Zacarias: 3-0

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Discussion: We Lead Director, Ken Brooks assisted Frank Wagner and Emily Geertz with writing a catalyst grant with the Iowa Economic Development Authority for the remodel and update to property located at 115 E Third Street for apartments and office space in the West Liberty Downtown area.

City Council approved an Economic Development Matching Funds Grant Application 20220719-01 for applicants Robert and Nicole Rock Property located at 314 N Calhoun Street, Nicole Rock Dance Studio for Façade Improvements in the amount of \$19,362: Zacarias/Martinez: 3-0

Mayor called for a discussion with City Council and recommendation for appointing applicant to the City Council vacant seat until January 01, 2024. Applicants for the vacancy, Ashley Smith, Vanessa Espinoza, and Mike Price. Zacarias presented his support and recommendation for Vanessa Espinosa. Council Member Dominguez communicated the applicants believed we are in a special circumstance as we can review resumes and experience. Dominguez communicated she was torn as Espinoza and Smith are two very good candidates. Dominguez recommended Ashley Smith as the appointed candidate. Dominguez stated she had shared this with Council Member McFerren, but unfortunately, she has another appointment and was unable to attend. Martinez communicated he as well believes it is a difficult decision as Smith and Espinoza are both good candidates. Mayor shared Espinoza has been involved in many community organizations. Zacarias communicated Smith has as well. Mayor and Council would like McFerren to be involved in the decision and discussion. Council consensus is to set a special city council meeting on Friday, July 22nd at 2:00pm for the four council members to be present for discussion to include all council members.

City Council approved by roll call vote, Resolution 20220719-05, a Resolution to Approve Job Descriptions for the West Liberty Ambulance, Paramedic, AEMT and EMT Employees of the City of West Liberty:

Dominguez/Martinez: Martinez, Dominguez, and Zacarias: 3-0. Discussion: Dominguez communicated the feedback she received from EMS Coordinator Heick was the Class D may no longer be required. City Clerk Geertz communicated the job description had been provided to the department but had not received any input prior to the Council meeting.

City Clerk and Deputy City Clerk Hoffert provided an update with Mayor and Council on the progress of the Stormwater Utility implementation on the City's billing software. City Clerk communicated Utility Billing Clerk, Avalos, and Deputy Clerk Hoffert have put extensive work into building a new utility on the system. The utility has been implemented and will be ready to bill next month. Staff will continue to review and test the utility. Clerk Geertz will work with Communication Director to establish some education about the stormwater utility and fees.

City Council approved to set the date for a public hearing to amend the West Liberty Storm Water Utility Ordinance for August 5, 2022, at 7:30pm: Dominguez/Martinez: 3-0.

City Council approved to set the date to for a public hearing to amend the Golf/ATV/UTV Ordinance for August 5, 2022, at 7:30pm: Discussion: Chief Werling communicated the amendment will be to bring the City Ordinance in line with the State's recent change to the ATV and UTV code. Chief Werling and Clerk Geertz recommend separation of the Golf and ATV/UTV code.

City Engineer Leo Foley of Veenstra and Kimm provided the following update: Well #2 project testing has been approved by the Iowa DNR. The cost to make the Well #2 an active \$530,000. Foley recommends holding off on this process as West Liberty Foods proposed construction project might present another option for an additional well. Maxson and Rainbow civic work has been completed. BHMG has provided the updated costs for the electrical work. Next step will be to hold a discussion and recommendation on the lighting pole design. The information will be presented at the next council meeting.

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Additional comments from Employees: Job Posting are up for Full and Part Time Paramedics and AEMT positions. Parks and Recreation Full Time maintenance position.

Council Member Dominguez gave an update on the Fire and EMS Service Taskforce meeting for July 11, 2022. Dominguez communicated she was unable to attend, but she spoke with Eric Christensen and realized there was back-to-back meeting scheduled. The meeting has been cancelled and the committee will meet on August 1, 2022. Eric Christensen along with others will be presenting information on 28E agency agreements.

Adjournment at 8:23pm: Martinez/Zacarias: 3-0.

Katherine McCullough, Mayor

Attest:

Lee Geertz, City Clerk