

Meetings will be recorded

Mayor Katherine McCullough called the September 06, 2022, West Liberty City Council Meeting to order by roll call at 7:29pm. Council Members present: Dana Dominguez, Cara McFerren, and Ashley Smith. Council Member Omar Martinez joined the City Council meeting via zoom by 7:40pm. City Staff Members present: City Manager Haugland, City Clerk Geertz, Deputy City Clerk Hoffert and Communication Director Jacob Lane.

Mayor McCullough called for a motion to amend the September 06, 2022, agenda by adding a Refund Request for Public Records for Mr. Reed under new business. McFerren/Smith with approval of amended agenda: 3-0.

Mayoral McCullough appointed Ken Brooks and Samuel Morel to the West Liberty Library Board by Council approval: Dominguez/Smith 3-0

Mayor McCullough presented for Council approval an updated Council Committee appointment: Smith/Dominguez 3-0. Mayor McCullough communicated there is committee work in need of being completed, therefore the appointments will be temporary until a new council member appointment.

City Council approved the following items with consent agenda: McFerren/Smith 3-0

City Council Meeting Minutes 08/16/2022

City Clerk/Treasurer Report June 2022

Request to Renew Liquor License LC0043862 Puebla Mexican Restaurant LLC, Class C Liquor License Effective 09/05/2022

Request to Renew Liquor License LE 0002255 Giri LLC, DBA Giri Liquor Store, Class C Liquor License with Sunday Sales Effective Date 10/14/2022

City Council approved the vendor voucher claims amount of \$323,127.29: McFerren/Smith 3-0

Public Comments and Correspondence:

No public correspondence was presented by public or electronically for this meeting. City Council Member McFerren inquired on an appointment application for the City Council seat. City Manager and City Clerk communicated no correspondence has been received to date. Mayor McCullough communicated to the public to encourage utility customers to reach out to the city staff to discuss options for the higher than usual billing for previous months. The consumption and expenses to generate electricity has caused a higher-than-expected billing cycle for June through August. City Staff is prepared to assist, two additional extensions are being provided to utility customers along with contract options for utility billing. Staff will have a tutorial published on the website within this week to assist utility customers on an understanding of the utility statement. Staff had received no further correspondence to present for Mayor and Council.

Old Business: Council Member Martinez present via zoom for voting on the agenda items.

City Council approved additional hour for the Fiesta Latina 2022 Event until 10:00pm, presented by Latinos Unidos of West Liberty: Smith/McFerren 4-0.

City Council approved the use of the City's right-a-way for signage with the West Liberty Children's Festival on September 10, 2022: McFerren/Dominguez 4-0.

City Council approved Ordinance 02-20220816 Amending the Stormwater Utility Ordinance 2021, Title 7, Chapter 12 "Stormwater Utility" 1-12 Billing and Collection, Second Reading with waving the Third/Final Reading by roll call vote: McFerren/Dominguez: Martinez, Smith, Dominguez, and McFerren 4-0.

City Council approved Ordinance 03-20220816 Amending the Golf/ATV/UTV Ordinance 2021, by removing ATV/UTV from the Chapter to Golf Carts only, Second Reading and to waive the Third/Final Reading by roll call vote: McFerren/Dominguez: Martinez, Smith, Dominguez, and McFerren: 4-0.

NEW BUSINESS

City Council discussion and appropriate action for Mr. Reed request to be refunded \$72.10 for public records request was declined: Smith/Martinez: 0-1-3. Dominguez abstained.

City Council approved the event request for the "Comet Classic" Marching Band Competition on October 8, 2022, during 8:00am until 3:00pm with Elm Street Closure Request: McFerren/Dominguez 4-0.

City Council approved the Economic Development Grant Application with Consideration of Approval of \$25,000 matching grant funds for the Brooke Ventures LLC 317 N Spencer Building Project: McFerren/Smith 4-0.

City Council approved Resolution 20220906-14 a resolution approving the Development Agreement Between City of West Liberty and Brooke Ventures LLC (Developer) 317 N Spencer Project by roll call vote: McFerren/Smith: Martinez, Smith, Dominguez, and McFerren 4-0.

Discussion: City Manager provided, the matching grant of 25,000 approved in addition as matching funds for the previously approved remediation grant from the IEDA for the Brooke Ventures in the amount of 100,000 to improve building located at 317 N Spencer. We Lead Director, Brooks assisted Brooke Ventures and the City on the grant application submitted to the Iowa Economic Development Authority earlier this year. The project will be to restore and update the building for living and commercial space.

City Council approved Resolution 20220906-15 a resolution to approve the extension of the 28 E Agreement between City of West Liberty and West Liberty Rural Ambulance effective July 01, 2022 until December 31, 2022, by roll call vote: McFerren/Dominguez: Martinez, Smtih, Dominguez and McFerren 4-0. City Council and West Liberty Rural Trustee continue to negotiate through discussion with the Fire and EMS Taskforce.

City Council approved Resolution 20220906-16 a resolution to approve Lead Paramedic Job Description by roll call vote: McFerren, Dominguez, Smtih and Martinez 4-0.

City Council approved Resolution 20220906-17 a resolution to approve City Ambulance Department Salary and Job Titles for Fiscal Year 2022-2023 by roll call vote: Martinez/McFerren to approve Ambulance Department Salary and Job Titles upon correspondence from the Ambulance Board approving wages and titles for EMS Coordinator: Martinez, Smith, Dominguez, and McFerren 4-0.

City Council set City Council Work Session September 16, 2022, at 6:30pm for a presentation by Special Committee Fire/EMS Taskforce: Smith/McFerren 4-0: Dominguez, Committee Chair

shared the Committee wishes to present a work session presentation to the West Liberty Rural Trustees and City Council on behalf of forming a Fire/EMS Agency.

City Council set City Council Work Session October 24, 2022, at 6:00pm for Mayor and City Council Board Team Building Program with Callahan Consulting: McFerren/Dominguez 3-0 (Martinez was excused via zoom for remainder of the meeting).

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

City Engineer, Leo Foley of Veenstra and Kimm provided an updated and final report for Well #2 will be available as there was some more discussion had with City Manager and City Staff pertaining to the West Liberty Foods Wells and City need to move forward with renovation of Well #2 well. Rainbow and Maxson Street project is nearly completed with all the financial and engineering pieces. This looks to go forward with a winter bid to break ground by spring.

Meeting notes included a staff agenda, along with reports provided by staff. City Manager will look to utilize an existing agenda and update with Supervisors over time. Council Member Smith asked if there had been minutes taken on the agenda, City Clerk indicated the only notes are those provided by staff but can look to update this portion of the reporting.

Committee Meetings

-Special Taskforce Committee Report Fire/EMS, Chair Dominguez reported the ongoing discussion are going well. As stated earlier a presentation will be provided to City Council on where the committee come to the Agency discussion. Next meeting will be held on Monday, September 12.

-Sister City Committee held a meeting last Monday, the committee worked to become familiar with the purpose and narrowed down goals.

ADJORNMENT: with no further business the meeting was adjourned at 9:02pm Dominguez/McFerren 3-0.

Katherine McCullough, Mayor

Attest:

Lee Geertz, City Clerk