

West Liberty City Council Meeting Minutes 12-20-2022

Meetings will be recorded

Mayor Anderson called the Regular City Council Meeting to order at 7:32pm by roll call. Present: Mayor Pro Tem Cara McFerren, Council Members, Dana Dominguez, Omar Martinez, and Josh Shiltz. Absent: Council Member Ashley Smith. Staff Members present: City Clerk Geertz, Deputy Clerk Hoffert, Library Director Paarsmith, WWTP Supervisor Juergens, Street Superintendent, Adam Reinhardt, and Communication Clerk, Brittany Woodson.

City Council approved the agenda by motion to amend Item 3. (B): McFerren/Shiltz 4-0

City Council voted down consent agenda with A. City Council Meeting Minutes and C. Beer and Liquor License Request: Martinez/ McFerren 0-4

Discussion: City Clerk Geertz reported the need to table the City Clerk/ Treasurer Report for October 2022 was due to a software error for reconciliation. The process is unable to move forward as there is need for assistance to correct an entry in the utility billing operations.

Mayor Anderson asked Chief Werling to provide input/concerns relating to the Beer and Liquor License request presented on the consent agenda. Chief Werling communicated the Flower Yard is a new request, this will be for retail only, no service will be at the establishment. Flama's Night Club has had frequent disturbances, illegal activity, and liquor being served after hours. Chief has recommended a meeting with the owners to set a plan to correct these ongoing issues prior to Council approving the renewal of the license. City Council's consensus was to set the meeting with the business owners and identify these issues and establish a plan of action to correct.

City Council approved to amend the Consent Agenda by separation and to table item 3.C (a) Flama's Nightclub, LLC Class C LC0043123 Renewal Effective 01/30/2024: Dominguez/ Martinez 4-0

City Council approved amended City Council meeting minutes 12/20/2022 by removal of "Mayoral Proclamation reference": Martinez/ Shiltz 4-0.

City Council approved Flower Yard, LLC Special Class B Retail Native Wine License new request: Dominguez/Shiltz 4-0

City Council approved Vendor Voucher Claims List #1 in the amount of \$319,208.93: McFerren/Dominguez 4-0

WeLead Director, Ken Brooks reported on Volunteer Action recent volunteer efforts provided over 500 community families and seniors in receipt of food, Christmas gifts, coats, clothing. Midwest One Bank, West Liberty State Bank, Ministerial Association, West Liberty Chamber, Girl Scouts, Silver Cord Students, West Liberty Rotary, Ministerial Association, West Liberty Rotary Members, individual and families who assisted by giving and volunteer work. Mayor Anderson thanked Mr. Brooks for his work in assisting to coordinate the donations and volunteers.

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- A. Resolution 20221220-39 A Resolution to Set the Date for Hearings on Proposals to Enter General Obligation Loan Agreements on January 17, 2023, at 7:30pm: McFerren/Dominguez:
Roll Call:
Yes: Shiltz, McFerren, Dominguez, and Martinez
No:0 approved 4-0
Discussion: Council Member Dominguez had a question about the General Obligation Loan and requested more explanation of the loan. City Clerk explained this is setting a public hearing date to notify the public the city will look to borrow money on behalf of a street project. This loan will not exceed the amount suggested in the said resolution to allow bids for the project to be held with contractors. The loan would be paid by City tax dollars, and possibly a mixture of utility revenues. Interest Rate and final amount will be part of the process and presented to the public for input at future meetings.
- B. Resolution 20221220-40 A Resolution to Set the Date for Public Hearing on January 3, 2023, at 7:30pm to Amend City Code Chapter 5 A-1 Agricultural District to include the verbiage “Animal Hospital and/or Kennel”: Dominguez/Shiltz
Roll Call: Yes: Martinez, Dominguez, McFerren and Shiltz:
No-0. Approved 4-0.
Discussion: Deputy Clerk Hoffert provided information recommended by Planning and Zoning to move forward with the consideration of amending descriptions, signage, and parking within the current A-1 Code. This is related to future business request along Prairie Street.
- C. City Council Discussion and Consideration to Enter into Underwriter Engagement Letter with UMB for General Obligation Bond 2023. McFerren/ Shiltz approved 4-0.

Employee Reports provided for Council: WWTP by Juergens, Water/Sewer by Goodale, Library Report by Paarsmith, Fire and EMS Reports by Chief Sickels and EMS Coordinator, Wigim, and City Clerk Report by City Clerk Geertz. Juergens provided information pertaining to his report of bolts broken with the screw press and the repairs needed. Geertz provided city auditors are on sight this week, and City Manager Haugland held budget meetings and we are on track with the budget timeline. However, Haugland does need to set a meeting with Fire and EMS when her returns to the office. Employee/City Engineer/City Attorney/City

City Engineer Leo Foley reported on the Rainbow/Maxson Street Project Bid that took place today at 2:00pm. The city received five bids. All American Concrete presented the lowest bid, but there are some items still in need of reviewing. Foley does recommend All American Concrete and will present this for City Council at the January 3, 2022, meeting to consider approval.

WWTP completed a facility plan study and did make recommendations for work in need of being completed. We will need to review the base line improvements. We will look to follow up on this study with City Manager. Mayor Anderson recognized Mr. Simon of All American Concrete being present for discussion. Mr. Simon mentioned his appreciation of the bid timing and the opportunity.

West Liberty City Council adjourned the meeting at 8:33pm: Martinez/Dominguez 4-0.

Ethan Anderson, Mayor

ATTEST:

Lee Geertz, City Clerk