

WEST LIBERTY CITY COUNCIL MEETING MINUTES 1-23-2023

Meetings will be recorded.

Mayor Ethan Anderson called the City Council work session to order at 6:00pm. Attending Mayor Pro Tem Cara McFerren, Council Members Dana Dominguez, Josh Shiltz, and Ashley Smith, and Omar Martinez was absent. Representatives of IMWCA for Work Comp, Staci Griffin and Dena Schade, and Gallagher Inc, Travis Cutler. All provided a presentation on the City's liability to correcting safety and minimizing employee injuries. The City has incurred numerous employee injuries from 2018 to current. The injuries have all been large medical claim injuries, and representatives have communicated these type of injuries for the most part could have been avoided with proper training and accountability. The Mayor and City Council's consensus based on the presentation of information will be to enter into a specific corrective action program with IMWCA for employee training, accountability, and reduction of injuries. This is a critical time in the process, as if the City's entire organization does not follow through with corrective action, the city could have significant impacts with coverage and liability. The City has done a good job in implementing training and policy, now we just need to go an additional step to provide we are reducing the liability of employee injuries. City Clerk Geertz presented information pertaining to setting and certify the City's Tax Levy. Supporting information provided from the Iowa League of Cities pertaining to property taxation, levy and budget information for FY 2023-2024. The City Council will set the date to certify the tax levy during a public hearing on February 7, 2023 during the regular City Council Meeting. The work session was adjourned at 7:15pm for a small break prior to regular city council meeting at 7:30pm.

Mayor Ethan Anderson called the regular city council meeting to order by roll call vote at 7:30pm. City Council members attendance: Mayor Pro Tem Cara McFerren, Dana Dominguez, Josh Shiltz, Ashley Smith, and Omar Martinez was absent. Staff members present: City Manager Dave Haugland, City Clerk Geertz, Deputy Clerk Hoffert, Communications Woodson, Library Director Paarsmith, WWTP Superintendent Juergens, and Chief of Police Werling.

City Council approved the agenda as presented: McFerren/Dominguez 4-0.

City Council approved the consent agenda including: Smith/McFerren 4-0.

- A. City Council Meeting Minutes 01/03/2023
- B. Sewer Report January 2023

PUBLIC HEARING

City Council voted by roll call to open the public hearing for the proposal to enter into an essential purpose loan agreement not to exceed \$2,600,000 for the purpose of Rainbow and Maxson Street Improvement Project: McFerren/Shiltz: Yes: Shiltz, Dominguez, McFerren, and Smith: No: 0 4-0.

UMB Financial Advisor, Nate Summers provided information pertaining to the steps with the GO BOND and collecting financial data in preparation to place the bond out for bid with Mayor and Council. There had been no correspondence presented or received from the public.

City Council voted by roll call to close the public hearing on proposal to enter into an essential purpose loan agreement not to exceed \$2,600,000 for the purpose of Rainbow and Maxson Street Improvement Project: McFerren/Shiltz: Yes: Shiltz, Dominguez, McFerren, and Smith: No:0 4-0.

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City Council approved by roll call vote, Resolution 20230117-03 taking additional action on proposal to enter into an Essential Purpose Loan Agreement for the purpose of Rainbow and Maxson Street Improvement Project not to Exceed \$2,600,000: Dominguez/McFerren: Yes: Smith, McFerren, Dominguez, and Shiltz: No:0 passed 4-0.

BEER AND LIQOUR LICENSE

City Council approved a motion to provide an extension not to exceed 30 days to the existing license, LC 0039651 and to set a meeting with the ownership of to discuss ongoing public safety concerns with the business operations: Dominguez/Shiltz: 3-0-1, McFerren abstained due to other relationships for the purpose not to cause a conflict with the ownership of Palenque Bar.

City Council approved the vendor voucher claims List #1 in the amount of \$596,856.86: McFerren/Dominguez 4-0

PUBLIC COMMENTS AND/OR CORRESPONDENCE

McFerren reported the following items for public correspondence: First, I received a follow up on the dog park inquire. Second, I have been asked to be sure the City is keeping tabs on the right a way signs that are not legally posted. Third, I did have someone from the Chamber of Commerce meeting asking about the high utility bills. I can pass this on to City Manager or Clerk.

City Manager provided written information from Terry Goerdts, Building Inspector for the Flama's Nightclub attendee capacity. City Clerk provided a social media post and correspondence from Father Guillermo for the statistics of use of the ARPA funds granted in December to the Ministerial Association for assisting financial aide with utility customers of West Liberty.

City Manager communicated he had received some positive feedback on behalf of the City Hall front line staff and their customer service. We like to hear this positive feedback, and we contribute the service to Deputy Clerk's training with the new staff. I would also include congratulations to Cliff and Cara McFerren for receiving the Chamber's Selfless Service Award for their dedication to the community.

OLD BUSINESS

City Council passed by roll call vote, Ordinance 20230103-01: Second Reading and waive the third final reading amending Title 10, Chapter 5 A-1 Agriculture District, Section 10-5-1 "Permitted Principal Uses and Structures" and Section 10-5-9 "Permitted Signs": McFerren/Dominguez: Yes: Shiltz, Dominguez, McFerren, and Smith: No: 0 passed 4-0.

City Council approved by roll call vote, Resolution 20230117-04 A Resolution setting the date for public hearing and additional action on proposal to enter into a General-Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$350,000: McFerren/Shiltz: Yes: Smith, McFerren, Dominguez, and Shiltz: No: 0 passed 4-0.

NEW BUSINESS

City Council approved by roll call vote, Resolution 20230117-05 A Resolution to Consider Approval for the Purchase of 2017 Polaris Ranger and Zieme ATV Trailer, Capital Equipment for the West Liberty Fire and EMS Department not to Exceed the requested amount of \$30,000: Dominguez/Shiltz: Yes: Shiltz, Dominguez, McFerren, and Smit: No:0 passed 4-0.

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City Council approved to set the date for a Public Hearing to Consider Amending the West Liberty Electric Utility Rates on February 7, 2023, at 7:30pm: McFerren/Smith: passed 4-0.

City Council approved to set the date for City Council work session on February 13, 2023, at 6:00pm with the West Liberty Rural Trustees for presentation of proposed 28E Agency Agreement: Dominguez/Shiltz passed 4-0.

Reports presented by:

WWTP Superintendent Craig Juergens provided report for the current repairs and work with the WWTP mixer. In addition will be meeting with West Liberty Foods to discuss issues that occurred with the "pit" for processing in the last weeks. There is a list of items we are looking to do come spring. No additional questions from Council pertaining to Juergen's report.

Water/Sewer Superintendent Goodale provided in addition to his report work needed to complete the GIS project, Water Hydrants repairs and flow projects, and day to day operations.

Library Direct Paarsmith reported in addition to the report provided, the HVAC/Boiler had a frozen pipe during the last cold spell. At this time it has been recommended to leave the system run in order to not have a frozen pipe occur during the winter months. There was no damage to the building as it was all contained in the systems area.

Engineer:

Phase 1 of City Hall is coming up on one year of completion and Tara Goldsberry has scheduled a walk through with City Manager to go through the building. We have asked staff to prepare a rendering of Phase II of City Hall. We will look to present to City Manager for review next week. Rainbow/Maxson project we are still organizing final costs and pre-expenses for the bond. We are still processing the Well #2, sidewalk and drainage study, and reviewing development for modular home park.

Interim EMS Coordinator Wigim, provided a written report, no questions for the report.

City Manager shared he will be working with finalizing information with BHMG for the Rainbow/Maxson Project, scheduled a meeting for the Buysse property adjacent to Dutton, working with City Attorney on review of litigation and taskforce items.

McFerren provided an update from the Fire/EMS Taskforce meeting on January 9th and it was discussed to provided the draft 28E Agency agreement to the city attorney for review. Haugland stated the agreement is under review. McFerren communicated the taskforce asked to have a joint work session to present the draft agreement for all entities to work together and present a united effort.

City Council by roll call vote approved to enter into executive closed session per Iowa Code 21.5 (i) to Evaluate the Professional Competency at the request of City Clerk Whose Appointment, Hiring, Performance, and Discharge is Being Considered: McFerren/Dominguez: Yes: Shiltz, Dominguez, McFerren, and Smith: No: 0 passed 4-0.

City Council by roll call vote approved to return into regular open session per Iowa Code 21.5.3: Dominguez/McFerren: Yes: Smith, McFerren, Dominguez, and Shiltz: No: 0 passed 4-0.

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City Council approved to direct City Clerk to File Extension with Auditor of State for Fiscal Year 2021-2022 Audit: McFerren/Smith passed 4-0.

City Council approved to adjourn the meeting at 9:30pm: Dominguez/McFerren passed 4-0.

Ethan Anderson, Mayor

Attest:

Lee Geertz, City Clerk