

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

APRIL 18, 2023

Mayor Ethan Anderson called the meeting to order at 7:31 p.m. by roll call. City Council Members in attendance: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, Councilmember Ashley Smith, and Councilmember Omar Martinez. Councilmember Dana Dominguez was absent from the meeting. City Staff in attendance: City Manager Lee Geertz, Interim City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, and Library Director Allie Paarsmith.

City Council approved the agenda. Smith/McFerren (4-0)

City Council approved the consent agenda. Shiltz/Smith (4-0)

City Council approved the Special Class C Retail Alcohol License with Sunday Sales for the Muscatine County Fair Midway Pavilion, Smith/Shiltz (4-0)

City Council approved the Special Class C Retail Alcohol License with Sunday Sales for the Muscatine County Fair Grandstand/Amphitheater. Smith/McFerren (4-0)

Reports: City Engineer Leo Foley communicated that the City WWTP would be taking samples for the next three months. WWTP Superintended Craig Juergens communicated that they have started the first round of samples. City Manager Geertz communicated with Council that she and Interim City Clerk Hoffert have been working on several items with developers, codification, and internal items. Geertz also communicated that the Water Department has set a plan for mains and hydrants to be fixed and has gotten them scheduled.

There was a Public Hearing on the proposed Ordinance Amendment from a R-1 to a R-2 for the Buysse Subdivision (GHS Development, INC.) Roll Call Vote opened the Public Hearing. McFerren/Smith-McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

During the public comments and correspondence, Jason Dumont communicated that the reason for this change is to still allow single family homes on the smaller lot allowing the homes to meet the setbacks in a R-2 zone. Dumont communicated that there is still the same number of single-family homes, and the rezoning only affects a small portion of the parcel.

The public hearing was closed by roll call vote. McFerren/Shiltz- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Ordinance 20230418-03: An Ordinance Amending Zoning from R-1 to R-2 of the Buysse Subdivision (GHS Development, INC), First Reading, was approved by roll call vote. Smith/McFerren- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

There was a Public Hearing on the Proposed Plans and Specifications and Proposed Form of Contract for the “Well #2 Improvements Project” Phase-1. Roll Call Vote opened the Public Hearing. McFerren/Martinez- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

During the public comments and correspondence, City Engineer Leo Foley communicated that this well was not used and now it is being brought back to working order. The intent is to have three usable wells so that the City can rotate the well use. West Liberty Foods has asked to use one of the City’s wells and it was communicated that Well #2 will need to be up and running for this to happen. The other two wells are also older wells, and this allows the ability to rotate the usage.

The Public Hearing was closed by roll call vote. Smith/McFerren- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Resolution 20230418-29: A Resolution to Approve Plans, Specifications, Cost Estimates and Form of Contract for Well #2 Phase 1 was approved by roll call vote. Smith/Martinez- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

There was a Public Hearing on the Adoption of the Annual Budget for Fiscal Year 23-24. Roll Call Vote opened the Public Hearing. McFerren/Smith- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

During the public comments and correspondence, City Manager Geertz communicated that this is the budget as proposed with no changes and that there would be a separate meeting to go over the Fire/Ems budget questions.

The Public Hearing was closed by roll call vote. McFerren/Shiltz- Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Resolution 20230418-30: A Resolution Adopting the Annual Budget for the Fiscal Year ending June 30th, 2024, was approved by roll call vote. McFerren/Smith- Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Vendor Voucher Claims List #1 in the amount of \$556,874.89 was approved. McFerren/Smith (4-0)
Vendor Voucher Claims List #2 in the amount of \$120.00 was approved. Smith/Shiltz (3-1 abstention- McFerren)

Public Comments and/or Correspondence: City Manager Geertz communicated that she has been in contact with Ms. Jensen as requested by Councilmember Shiltz. There was communication about the Heritage Trail structure and Mr. McFerren (member) communicated that they are in the process of getting this building moved and that it is a historical building. Mayor Anderson questioned about open burning and extension of the burning. The Council came to the consensus that they would extend open burning for two weeks in April 2023.

The Children's Festival turned in their event request and the Council approved the request for the Event on 09/16/2023. Smith/Martinez (4-0)

Resolution 20230418-31: A Resolution to Consider Approval of the Ambulance Department Staff Hire and Wages was approved by roll call vote. Smith/Martinez- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Resolution 20230418-32: A Resolution to Set the Schedule and Approve the Plans and Specifications and Cost Estimate of Costs for Improvements to the Powerhouse for Well #2 Phase 2 was approved by roll call vote. Smith/Martinez- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Resolution 20230418-33: A Resolution to Consider Approval of Knotty Circle Drive/Gibson St./Division St. Engineering Services Contract was approved by roll call vote. Smith/McFerren- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Resolution 20230418-34: A Resolution to Consider Approval of Change Order #1 in the amount of \$1,700.00 for the Rainbow/Maxson Project was approved by roll call vote. McFerren/Shiltz- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Ordinance 20230418-04: An Ordinance to Amend Title 3 the term Transient Merchant does not apply to vendors providing or selling food, beverages, or other merchandise in West Liberty in connection with the 2023 Ragbrai Event- first reading- was approved by roll call vote. Smith/Shiltz- Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Ordinance 20230418-04: An Ordinance to Amend Title 3 the term Transient Merchant does not apply to vendors providing or selling food, beverages, or other merchandise in West Liberty in connection with the

2023 Ragbrai Event- second reading- was approved by roll call vote. Smith/Shiltz- McFerren-Y, Smith-Y, Shiltz-Y, Martinez-Y (4-0)

Mayor Protem McFerren made a motion to waive the third reading of Ordinance 20230418-04 and it was seconded by Councilmember Smith. Ordinance 20230418-04 third and final reading was approved by roll call vote. Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

The date was set for a Public Hearing for a Budget Amendment to FY 2022-2023 on May 16th at 7:30 p.m. Martinez/Smith (4-0)

There was a motion to adjourn at 8:43 p.m. Smith/Shiltz (4-0)

Cara McFerren, Mayor Pro Tem

ATTEST:

Interim City Clerk, Shari Hoffert

