



**Location: West Liberty Community Center  
1204 N Calhoun St. West Liberty IA 52776**

**Date: June 6<sup>th</sup>, 2023**

**Time: 6:00 PM Work Session with the Fire/EMS Taskforce**

**7:30PM Regular City Council Meeting**

**Mayor: Ethan Anderson Mayor Pro Tem: Cara McFerren**

**City Council: Dana Dominguez, Ashley Smith, Josh Shiltz, and Omar Martinez**

**AMENDED 06-3-2023 11:51am**

### **Meeting Agenda**

To attend the meeting via Zoom: <https://zoom.us/j/5034467219?pwd=cEhzdVExYTg2M2hmWEFzVkJnUFczZz09>

Meeting ID: 503 446 7219 Password: 822323 Phone: +1 312 626 6799 US

If you would like to request to be on the City Council Agenda and address the Council, please contact Shari Hoffert, Interim City Clerk: [shoffert@cityofwestlibertyia.org](mailto:shoffert@cityofwestlibertyia.org) or 319-627-2418 during City Hall business hours. The Mayor will recognize you on the agenda and provide 5 minutes to address City Council.

Attendees not listed on the agenda may only address City Council during the Public Comments portion of the agenda. Please see instructions for the Public Comments and/or Correspondence on agenda. City Council may only act on the agenda items. Please contact Shari Hoffert, Interim City Clerk if you have any additional questions or need assistance in attending the meeting.

### **Public Notice Is Hereby Given**

That the above-mentioned Government Body will hold a Regular Meeting at the date, time, and place set out above. The tentative agenda for said meeting is as follows:

Meetings will be recorded.

- 1. CALL TO ORDER-ROLL CALL**
- 2. APPROVAL OF THE AGENDA** (Consent Vote)
- 3. OATH OF OFFICE- CITY CLERK SHARI HOFFERT**
  - Resolution 20230606-43: A Resolution to Appoint Shari Hoffert as the City Clerk of the City of West Liberty and Establish Wage. (Roll Call Vote)
- 4. APPROVAL OF THE CONSENT AGENDA** (Consent Vote)
  - A. City Council Meeting Minutes 05/16/2023
  - B. Special Meeting Minutes 05/30/2023
- 5. BEER AND LIQUOR LICENSE**
  - A. Casey's General Store 12 Month Class E Retail Alcohol License (Expiration Date June 30<sup>th</sup>, 2024) (Consent Vote)
- 6. REPORTS- Employee/City Manager/City Attorney/City Boards/Committees/Commissions**
  - A. City Engineer- Leo Foley
  - B. City Staff Reports- City Manager, Police Department, Electric, Streets and Solid Waste, WeLead Annual Report, Father Trevino Utility Relief Update
  - C. Committee Meetings- Fire/EMS Task Force, Employee Committee- Staffing
- 7. VENDOR VOUCHER CLAIMS** (Consent Vote)
  - A. Vendor Voucher Claims List #1 in the amount of \$1,856,922.89
  - B. Vendor Voucher Claims List #2 in the amount of \$664.00
  - C. Vendor Voucher Claims List Library in the amount of \$17,248.39



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- 8. PUBLIC COMMENTS AND/OR CORRESPONDENCE:** This is the time set aside for comments from the public on topics of City Business other than those listed on the agenda. No action may be taken.

**Please state your name and address for the record and keep your comments to no more than 2 minutes.**

**9. OLD BUSINESS**

- A. Discussion and Appropriate Action for the Kimberly Park Pool Feasibility Study. (Consent)

**10. NEW BUSINESS**

- A. Discussion and Appropriate Follow Up for the Downtown Taskforce  
B. Discussion and Appropriate Follow Up for the July 4<sup>th</sup> Council Meeting. (Consent)  
C. Resolution 20230606-44: A Resolution Amending the Employee Handbook to Update Holiday Hours and Floating Holiday Hours to Match Hours Worked not to exceed 12 Hours. (Roll Call Vote)  
D. Resolution 20230606-45: Approving Organization Resolution with West Liberty State Bank Office of South Ottumwa Savings Bank (Roll Call Vote)  
E. Resolution 20230606-46: A Resolution Updating the City of West Liberty Fee Appendix (Roll Call Vote)  
F. Resolution 20230606-47: A Resolution Approving the West Liberty Police Department to Enter into a Contract with Language Link for Translation Services. (Roll Call Vote)  
G. Resolution 20230606-48: A Resolution Accepting the Final Plat of Parizek's Subdivision Request, West Liberty, IA (Roll Call Vote)  
H. Resolution 20230606-49: A Resolution Accepting the Preliminary and Final Plat of Next-Gen Subdivision, West Liberty, IA (Roll Call Vote)  
I. Resolution 20230606-50: A Resolution Setting Positions and Salaries/Wages for Financial Administration and The Ambulance Department. (Roll Call Vote)  
J. Resolution 20230606-51: A Resolution to Approve Pay Estimate No 3 From All American Concrete, Inc. for the Rainbow/Maxson Street Project (Roll Call Vote)  
K. Resolution 20230606-52: Change Order No. 2 from All American Concrete, INC. for the Rainbow/Maxson Street Upgrade Project.

**11. CLOSED SESSION**

- A. Enter into executive Closed Session per Iowa Code 21.5 (i) to Evaluate the Professional Competency at the request of the City Manager/City Clerk whose Appointment, Hiring, Performance, and Discharge is being considered. (Roll Call Vote)  
B. Return into regular Open Session per Iowa Code 21.5.3 (Roll Call Vote)

**12. ADJOURNMENT**