

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

July 18th, 2023

Mayor Ethan Anderson called the Regular Council Meeting to order at 7:33 p.m. by roll call. City Council Members in attendance: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, Councilmember Dana Dominguez, and Councilmember Omar Martinez. Councilmember was absent from the meeting. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, Sgt Jack Bierman and Library Director Allie Paarsmith.

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

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

Reports: City Engineer Leo Foley communicated both pre-construction meetings for Well #2 have been completed and they were to begin work but have not started yet. Foley communicated that Phase 1 was getting close and it should start in the next couple of weeks. Foley communicated that the Rainbow/Maxson St Project has made slow progress, but it will not deter them from the end completion date, and they have begun the trail portion of the project. Foley communicated that the Columbus St. Sidewalk had been sent to the DOT and they marked their comments and V&K has sent it back to them. They have not heard back yet regarding the approval. Foley communicated that he will work with City Manager Geertz to complete this project. Foley also communicated that the estimate from All American Concrete came back higher than what V&K had estimated, and he would work with Mr. Simon to go over the details of this. Mayor Anderson communicated that this is a very big project for the City, and it will allow people to walk from Downtown West Liberty all the way to Dutton on a sidewalk and Trail. Foley communicated that the design for the Knotty Circle, Division St., Gibson St. Project has been completed and that the City will have to acquire Right of Way for the sidewalk to be completed. Foley also communicated that there are meetings being set to discuss the next Phase of the City Hall Project. Library Director Paarsmith communicated that the Library does not hold a meeting in July, so she included the space utilization report for Council to Review. Wastewater Treatment Plant Supervisor Craig Juergens communicated that his Department is still working on the DNR permit with lab testings and reviews. Mayor Anderson communicated that the West Liberty Sign on Prairie St. has some items that need to be maintained and questioned if that was the City's Responsibility. Streets Superintendent Reinhardt communicated that he would have his crew trim the trees surrounding it. City Manager Geertz communicated that it has been busy in the Financial Administration Office. Geertz has been working on the Developments going on in the City of West Liberty to get everything in order for them to begin the work. Geertz communicated that the Meadows Development is looking to bring in their first three homes in the next few weeks and communicated that there would be a meeting with P&Z to get things finalized for Council. City Manager Geertz communicated that this is the last year of the Wage Matrix and there would need to be another study completed to get the next set of years put in place. Councilmember Dominguez communicated that the WeeCare Pilot Program is to start August 22nd and that the City would be working to help community members connect with WeeCare. Dominguez also communicated that there has been an invitation to the Pentagon to sign on August 17th.

Vendor Voucher Claims List #1 in the amount of \$451,506.99 was approved. McFerren/Shiltz (4-0)

Vendor Voucher Claims List #2 in the amount of \$727.00 was approved. Dominguez/Shiltz (3-0-1 abstention McFerren)

Vendor Voucher Claims List Library in the amount of \$6,417.38 was approved. Shiltz/Dominguez (4-0)

During the Public Comment Section: Councilmember Dominguez communicated that she had a Fair Member reach out and communicate that it has been difficult to get their dumpsters dumped and they were upset with how long it was taking. City Manager Geertz communicated that our other businesses were on a specific dumping schedule and the Fair is set up on a request basis and the Department gets to them when they can, but that she would follow up with the Department Supervisor. Councilmember Shiltz communicated that he had a complaint about a dog escaping and questions on the water meters for pool fills and gardening and he spoke to City Manager Geertz about these items. City Manager Geertz is working on both items currently. Mayor Anderson communicated about the possibility of the Stop Sign at Spencer and 3rd St. City Manager Geertz communicated that a meeting with the Public Safety Committee still needed to be set to have this conversation. Mayor Pro Tem McFerren communicated that she had follow up on her previous items about diagonal parking on Spencer St. in between 3rd and 4th St. and the alleyway sealing on 3rd St. City Manager Geertz communicated that the Department Supervisor was going to follow up on the alleyway and she would work with Leo Foley on the parking.

There was a new appointment to the Employee Committee to include Mayor Pro Tem Cara McFerren as the Chair and adding Councilmember Josh Shiltz to the Committee.

The Re-Appointment of Chad Thomas to the Planning and Zoning Commission was approved with an end date of 08/01/2026. McFerren/Shiltz (4-0)

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There was Discussion and Appropriate Follow Up on for the use of Rondevo Park during Ragbrai by Liberty Public House. McFerren/Martinez (4-0) This is for the use of the Park for the Beer Garden during Ragbrai. Council Approved the Beer and Wine License for the day and approved the use of the Park with Liberty Public House.

There was Discussion and Appropriate Follow Up on the request to place signage for the West Liberty Country Club near Railroad Park. Council wanted to have more information as to the exact placement of the sign and wanted a photo of what the sign would look like because the dimensions seemed to be a fairly large sign. There was conversation about the use of this area for directional signs as other establishments do not have this ability. City Council chose to not approve the sign near Railroad Park. Dominguez/Shiltz (4-0)

Resolution 20230718-57: A Resolution Setting Salaries/Wages for the 23-24 Fiscal Year for the City of West Liberty Departments was approved by Roll Call Vote. McFerren/Dominguez McFerren-Y, Martinez-Y, Dominguez-Y, Shiltz-Y (4-0)

Resolution 20230718-58: A Resolution to Approve the Engineering Services related to the Wastewater Treatment Plant 2023 NPDES Operating Permit application was approved by Roll Call Vote. City Engineer Leo Foley communicated that this would be to work with the WWTP to get the best 5 year permit they can and to be able to be the communication team for the permit. V&K will manage all the items necessary once the testing is completed. McFerren/Shiltz McFerren-Y, Dominguez-Y, Shiltz-Y, Martinez-Y (4-0)

Resolution 20230718-59: A Resolution to Accept the Bid for the Rainbow Dr. Re-build Project for Electric and Enter into an Agreement was approved by Roll Call Vote. Mayor Anderson mentioned concern about the projected timeline and whether it would cause issues with the completion of the Trail and Road Project. City Engineer Leo Foley said that they took this into consideration when completing the timeline for the Trail and Road Project and that the Road would be finished, but there may be some delay in the Trail depending on when the Electric supplies come in. Martinez/Dominguez McFerren-Y, Shiltz-Y, Martinez-Y, Dominguez-Y (4-0)

Resolution 20230718-60: A Resolution to Amend the City Handbook to note Hours of Service for the West Liberty Ambulance Department was approved by Roll Call Vote. Dominguez/Shiltz McFerren-Y, Dominguez-Y, Shiltz-Y, Martinez-Y (4-0)

Resolution 20230718-61: A Resolution to Enter into an Agreement with One Design & Engineering for the Pool Feasibility Study was approved by Roll Call Vote. McFerren/Shiltz Martinez-Y, Shiltz-Y, Dominguez-Y, McFerren-Y

Council set a date for the City Council Work session to tour the City Departments on August 29th, 2023, at 6:00 p.m. by consensus.

There was a motion to adjourn at 9:24 p.m. McFerren/Martinez (4-0)

Attest:

City Clerk, Shari Hoffert

Mayor, Ethan Anderson