

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

JUNE 20th, 2023

Mayor Ethan Anderson called the Regular Council Meeting to order at 7:30 p.m. by roll call. City Council Members in attendance: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, and Councilmember Ashley Smith. City Councilmembers absent from the meeting: Councilmember Dana Dominguez and Councilmember Omar Martinez. City Staff in attendance: City Manager Lee Geertz, Interim City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, Police Chief Eric Werling and Library Director Allie Paarsmith.

City Council approved the agenda. Smith/Shiltz (3-0)

City Council approved the consent agenda. Shiltz/Smith (3-0)

City Council approved the 12-month Class C Alcohol License for New Business La Chiva Loka 2 pending inspection by Building Inspector Terry Goerd. Smith/Shiltz (3-0)

City Council approved the Cigarette Permits for Local Business: Casey's General Store #2890, Jeff's Market, Giri BP, New York Dollar Store, and Dollar General Store. Smith/Shiltz (3-0)

Reports: City Engineer Leo Foley communicated that there is a preconstruction meeting this Friday for Phase 1 of the Well #2 Project. Foley communicated that Phase 2 preconstruction meeting is next Thursday. Foley communicated that West Liberty Foods is re-casing their well this fall and they are wanting to use one of the City Well's during this time. Foley communicated that the only way this would be possible is to have Well #2 up and running. There will be permits that are needed to add additional items to the Well for the use of it by WLF. The plans were completed Tuesday, June 20th, 2023, and it will be sent off to DNR, Ed and others to hopefully get an agreement set to have this completed. West Liberty Foods would be doing the upgrades and then when they were completed with the use of the Well the items would be removed. Foley communicated that 3-4 years ago there was talk with West Liberty foods about the Wastewater Treatment Plant upgrades and that they would be responsible for 50% of the upgrade. This project is in the City's CIP and Foley has reached out to West Liberty Foods as there will need to be an agreement set for this project to happen. Foley spoke about the Knotty Circle/Gibson/Division St Project. The Survey Design, which contained about 90% of the plan, was sent to City Manager Geertz and the cost was 2 times higher than 5 years ago. Foley is splitting this project out into different pieces and hopes to have this back to Council in July. Mayor Ethan Anderson questioned about sidewalks in this area. Foley communicated that they have a good plan in place, but there is one area where a right of way would need to be obtained to add sidewalks on both sides. The last communication piece from City Engineer Leo Foley was about the City Hall Expansion. Foley communicated that one of their Engineers would be meeting with City Manager Geertz in July to discuss some preliminary sketches for the expansion. Wastewater Superintendent Craig Juergens communicated that they are on their second round of testing for the WWTP, and this is for their renewal of their permit that happens every 4-6 years. City Engineer Leo Foley communicated that they help with this through the DNR because if there is anything that would have any chance of causing problems in the next 5 years, the WWTP has to do testing that entire time. Juergens also communicated that the breaker into the plant has been tripping frequently and this project will need to be completed to fix the issues that are happening. Juergens communicated that if they are unable to fix this, it can take 4-6 weeks to replace, and the plant would have to run off a generator that entire time. City Manager Geertz communicated on behalf of the Water Department. Geertz communicated that there was a water main break last week that set a boil advisory which is different than a boil order. The break only affected a small radius, and the homeowners were notified of the boil advisory. Geertz communicated that the leaks on 6th St and Miller have been resolved. Geertz communicated that Well #3 also went down and Water Superintendent Danny Goodale worked quickly to resolve the issue. City Manager Geertz communicated that she has been in contact with Developers, but majority of the focus of the Financial Administration has been focused on closing out the Audit. Geertz communicated that there would need to be a Public Safety meeting at the end of June to go over the Ragbrai event. Geertz communicated that the Safety Committee has been doing great work. There is a good training program set up and there is consistency which will be communicated to our Insurance in July.

Vendor Voucher Claims List #1 in the amount of \$381,992.29 was approved. Smith/Shiltz (3-0)

Vendor Voucher Claims List #2 in the amount of \$727.00 was tabled due to not having enough voting members to have a quorum with McFerren Abstaining. Smith/Shiltz (3-0)

During the Public Comment Section: Councilmember Josh Shiltz communicated that he had received correspondence about speeding down 3rd Street on the East Side and communicated that the community members would like to see Officers in that location. Chief Eric Werling communicated that he would let the Officers know and brought up looking into Solar Powered Speed Panels for this area. Shiltz communicated that he also had communication about water meters to receive a credit for the sewer. City Manager Geertz communicated that Water Superintendent Danny Goodale has purchased meters for this and there will be more information provided at a later date. Mayor Pro Tem Cara McFerren communicated that she had inquires about

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parking on Spencer between 3rd and 4th St. Community Members have inquired about the possibility of having diagonal parking on the East Side of the Street to create more parking for businesses and the possibility of a new business going in on Spencer St. City Manager Geertz communicated that she would reach out to Public Works Superintendent Adam Reinhardt and City Engineer Leo Foley to discuss this. McFerren communicated that Community Members on the 300 block of 3rd and 4th Streets have inquired about having something put down in the alleyway between the two streets to stop dust from blowing up when vehicles go down the alleyway. The Community Members had mentioned that they would pay for it if it was something that could be done. City Manager Geertz asked Mayor Pro Tem McFerren to forward on the information and she would look into it.

There was Discussion and Appropriate Follow Up for Employee's of the City Working the Ragbrai event. City Manager Geertz asked that Council approve having City Employee's work this event as a paid workday. The numbers for Ragbrai are large this year and the City Employee's are familiar with how things in the City run and they will be essential to making this even successful. Councilmember Smith questioned if Staff was okay with this. Geertz communicated that it would be the entire City Staff and not single departments. This way there is a Team Unit working together and helping things move smoothly. Mayor Anderson questioned if there has been success with Community Volunteering. Communications Specialist Brittany Woodson communicated that the Ragbrai Committee has been reaching out to multiple different groups to get more volunteers. City Council consented to have this be a working day for Staff. Smith/Shiltz (3-0)

There was Discussion and Appropriate Action on Economic Development Matching Funds Grant Application 20230620-#1 for West Liberty Locker and Processing at 3501 Freedom St. West Liberty, IA 52776. WeLead Director Ken Brooks communicated that the Locker had a successful grant through the USDA to double the sales space and achieve the next level of certification to sell within local businesses. This application is to upgrade the outside of the building. City Council approved the application. Smith/Shiltz (3-0)

There was Discussion and Appropriate Action on Economic Matching Funds Grant Application 20230620-#2 for SGA located at 1011 N Columbus St. in West Liberty, IA 52776 (Old Tire Shop). WeLead Director Ken Brooks communicated that the City agreed when this project went in to place to add \$25,000.00 for this project and this is the application for the matching grant at \$25,000.00. This would be for drywall in the new building. City Council approved the application. Smith/McFerren (3-0)

Resolution 20230620-53: A Resolution to Accept and Approve Bid for the Sale of the 2011 Chevrolet Caprice for the Police Department was approved by Roll Call Vote. Shiltz/Smith McFerren-Y, Smith-Y, Shiltz-Y (3-0)

Resolution 20230620-54: A Resolution to Transfer Funds for the Fiscal Year Ending, June 30th, 2023, was approved by Roll Call Vote. Smith/McFerren McFerren-Y, Smith-Y, Shiltz-Y (3-0)

Resolution 20230620-55: A Resolution to Approve Pay Estimate No 4 from All American Concrete, INC. for the Rainbow/Maxson Street Project was approved by Roll Call Vote. McFerren/Smith Shiltz-Y, Smith-Y, McFerren-Y (3-0)

Resolution 20230620-56: A Resolution to Approve Reimbursement to West Elle West Liberty Economic Development Matching Fund Grant in the City of West Liberty, IA 52776 was approved by Roll Call Vote. Smith/Shiltz Shiltz-Y, Smith-Y, McFerren-Y (3-0)

There was a motion to adjourn at 8:36 p.m. Smith/Shiltz (3-0)

Mayor, Ethan Anderson

ATTEST:

City Clerk, Shari Hoffert