

## MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

SEPTEMBER 05, 2023

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The City Council of West Liberty held a work session with Bowman & Miller for the 2021-2022 Fiscal Audit. Mayor Ethan Anderson called the work session to order at 6:36 p.m. Councilmembers present: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, and Councilmember Omar Martinez. Councilmember Ashley Smith and Councilmember Dana Dominguez were absent from the work session. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Deputy City Clerk Emily Reinhardt, and Communications Specialist Brittany Woodson. The full work session can be viewed on the City's Website or the City's Facebook Page.

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 Omar Martinez, while Councilmember Ashley Smith joined the meeting at 7:35 p.m. Councilmember Smith was absent for the Approval of the Agenda and the Consent Agenda. Councilmember Dana Dominguez joined in on zoom at 7:47 p.m. but did not participate in voting. Councilmember Dominguez attended the closed session and finished out the adjournment vote. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Deputy City Clerk Emily Reinhardt, Communications Specialist Brittany Woodson, Police Chief Eric Werling, Police Officer Jessica Saleh, and Library Director Allie Paarsmith.

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

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

Reports: City Engineer Leo Foley communicated that the Wastewater Treatment Plant did a code gen study on ecofriendly generation with West Liberty Foods. It was originally thought that it may be located at the Wastewater Treatment Plant, but the decision has been made due to the strength of the digestion not being suitable for municipal sewage that it would be better on the West Liberty Foods property. It looks to be a good project that would not affect the Wastewater Treatment Plant and the baselines will need to be done to the Plant no matter what. Veenstra & Kimm will be reworking the contract for the next meeting with the City Council of West Liberty to include an agreement with West Liberty Foods. Councilmember Smith questioned whether there would be a smell associated with this project. Foley communicated that these have tops on them to contain the odor from the gases and that the gases need to be captured so that they can clean the gases and sell them back to the pipeline. City Manager Geertz communicated that she would have a written report at the next meeting but wanted to extend a thank you to the Departments for the City Tour provided for the Council.

There was a Public Hearing held for the proposed plans and specifications and setting the date for the receipt of bids for the Knotty Circle and Division Street Roadway Improvements. The meeting was opened by roll call vote. McFerren/Smith Smith-Y, Shiltz-Y, Martinez-Y, McFerren-Y (4-0).

There were no public comments during the Public Hearing. City Engineer Leo Foley communicated that he has spoken with the property owner where there was a problem on the NE corner of Division and Gibson and has added an additional two trees to be removed for the property owner for allowing us to use the temporary easement. The property owner asked that the area on the property is to be graded and reseeded. Foley believes this is a good move for improvements.

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

Resolution 20230905-78: A Resolution to Approve the Final Plans and Specifications for the Knotty Circle and Division Street Roadway Improvements and Setting the Date for Receipt of the Bids was approved by roll call vote. Smith/Martinez Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

A Class E Retail Alcohol License for Giri LLC was approved. Smith/Martinez (4-0)

A Class C Retail Alcohol License for Puebla Mexican Restaurant was approved pending dram shop approval. Smith/Martinez (4-0)

A Class C Retail Alcohol License for St Louis Bar was approved. Martinez/Smith (4-0)

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Vendor Voucher Claims List #1 in the amount of \$1,174,332.89 was approved. Smith/McFerren (4-0)

Vendor Voucher Claims List #2 in the amount of \$75.00 was approved. Martinez/Smith (3-0-1 abstention McFerren)

During the Public Comment Section: Josh Jackson spoke about his project on photographing the City of West Liberty and communicated that he would like to meet with a City Representative or Department Head to go over everything. To date, he has taken about 12,000 photos. City Manager Geertz communicated that she would work to get this set up. Communications Specialist Brittany Woodson communicated that Bev Criswell voiced concerns about the corner of 8<sup>th</sup> and Windus with large amounts of dirt being dropped off here. She wanted to be sure that the City was taking into consideration the flooding for the development. City Manager Geertz communicated that she is not aware of any development but would reach out to the developer to get more information. Councilmember Smith communicated that the Comet Classic for the Marching Band would be coming up and wanted to make sure that she could still file for the event request. It was communicated that she can still file the request. Councilmember Shiltz communicated that he was contacted to explain that there is an issue with the curb on the corner of Calhoun and 16<sup>th</sup> Street that is cracked. City Manager Geertz asked Councilmember Shiltz to forward the information on and she would look into it.

There was Discussion and Appropriate Action by the City of West Liberty Iowa on the Sister City Relationship with the City of Arrecifes, Argentina. WeLead Director Ken Brooks communicated after a yearlong process the committee has settled on a recommendation to Council to partner with Arrecifes for the Sister City Relationship. Arrecifes is large in agriculture, cattle, crops, poultry, arts, culture, dance, music, annual festivals, and is also known as the motor racing capital of Argentina. Arrecifes was on the short list of 7 cities and finally selected. This is a free exchange program for Cities to exchange ideas and best practices for City Government. The City Council voted to pursue establishing a formal Sister City Agreement with the City of Arrecifes, Argentina. Smith/Martinez (4-0)

Resolution 20230905-79: A Resolution to Approve Pay Estimate No 6 from All American Concrete, Inc. for the Rainbow/Maxson Street Project in the City of West Liberty, IA was approved by roll call vote. Smith/Martinez Matinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Resolution 20230905-80: A Resolution to Approve Pay Estimate No 2 from S.G. Construction Company for Well #2- Phase 2: Pumphouse Improvement Project in the City of West Liberty, IA was approved by roll call vote. Smith/Martinez Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Resolution 20230905-81: A Resolution to Enter into an Agreement with Callahan Municipal Consultants for the City of West Liberty's Strategic Planning was approved by roll call vote. McFerren/Smith Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0) This is the update to the plan that is done every couple of years. Callahan Municipal Consultants has worked with the City for many years.

Resolution 20230905-82: A Resolution to Purchase a Chevy Traverse from Wiele Chevrolet for the City of West Liberty was approved by roll call vote. McFerren/Martinez Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0) The City of West Liberty currently has a Chevy Captiva that has maxed its depreciation value. The Captiva is at the age where there are many maintenance items coming up and this is a vehicle for all departments and Council to use during travel for training. Wiele was able to match the state bid and give a \$4000.00 trade in for the Captiva. City Manager Geertz communicated that the price of vehicles is not going to go down in the future and the City has a good opportunity to do business with a local dealer.

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Resolution 20230905-83: A Resolution to Approve Reimbursement to SGA Construction for the West Liberty Economic Development Matching Fund Grant in the City of West Liberty, IA was approved by roll call vote. Smith/Shiltz Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Resolution 20230905-84: A Resolution Accepting the 21-22 Fiscal Audit and to allow Bowman & Miller to file the Audit was approved by roll call vote. McFerren/Smith Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

The City Council of West Liberty entered a closed session pursuant to Iowa Code 21.5 (C) to discuss strategy with Counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would likely to prejudice or disadvantage the position of the Governmental Body in that litigation.

Entered in to closed session by roll call vote. Smith/Martinez Martinez-Y, Shiltz-Y, Smith-Y, McFerren-Y (4-0)

Returned to open session by roll call vote. Smith/Martinez Martinez-Y, Shiltz-Y, Smith-Y, Dominguez-Y, McFerren-Y (5-0)

Action by council pertaining to Closed Session. A motion was made to move forward to retain Fredrickson & Byron Law Firm to conduct an independent employee investigation and to authorize the City Manager to sign a contract not to exceed 20K. McFerren/Smith Martinez-Y, Shiltz-Y, Smith-Y, Dominguez-Y, McFerren-Y (5-0)

There was a motion to adjourn at 9:14 p.m. Smith/Martinez (5-0)

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Mayor, Ethan Anderson

ATTEST:

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City Clerk, Shari Hoffert