

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

SEPTEMBER 19, 2023

The City Council had a work session meeting with the Rural Trustees, and West Liberty Fire Department on September 18th, 2023, beginning at 6:00 p.m. to discuss the financials as written in the current 28e. No action was taken during the meeting. Mayor Ethan Anderson, Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, Councilmember Dana Dominguez, Councilmember Ashley Smith, and Councilmember Omar Martinez were all present for the meeting. City Manager Lee Geertz, City Clerk Shari Hoffert, and Communications Specialist Brittany Woodson were also present for the meeting. The entire meeting can be viewed at www.cityofwestlibertyia.org.

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, Councilmember Ashley Smith, Councilmember Dana Dominguez while Councilmember Omar Martinez joined the meeting at 7:32 p.m. Councilmember Martinez was absent for the approval of the Agenda and approval of the Consent Agenda. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, Police Chief Eric Werling, and Library Director Allie Paarsmith.

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

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

Reports: City Engineer Leo Foley communicated that the power pole crew is onsite for the Rainbow/Maxson Street Project. They will be meeting with All American Concrete to go through everything. Things are moving along as planned. Mayor Pro Tem McFerren made note that the Library report calendar showed their event for how to talk to children and communicated that this was a good program to see on their calendar.

A Class C Retail Alcohol License for Catramex was approved. Smith/Martinez (5-0)

A Class B Retail Alcohol License for New York Dollar Store was approved. Smith/McFerren (5-0)

Vendor Voucher Claims List #1 in the amount of \$788,814.74 was approved. McFerren/Smith (5-0)

During the Public Comment Section: WELEAD Director Ken Brooks communicated that he wanted to thank everyone who helped make the Children's Festival and Latino Festival a success this past weekend on the 16th. Mayor Pro Tem McFerren communicated that she attended and there were at least a couple of thousand people. The event had a group that was nominated for a Grammy, and this brought people in from outside of the community. City Manager Geertz extended a thank you to the streets crew for a quick clean up and attention to the event. Mr. Brooks also communicated that he wanted to invite everyone to participate in the Muscatine County Housing grant-funded study to see what kinds of homes we need to have in our community to thrive. This can be found on the WELEAD Facebook page. Brooks communicated that on September 26th at 2:00 p.m. at the St. Joseph Catholic Church there would be an event on anti-fraud following mass. Tom Christensen communicated that the Fairgrounds tore down the old stage and would be building a bigger and better stage in the middle of the racetrack to be able to provide a safer space for the concerts they have. This will be a project anticipated to be completed this fall and it will be well worth it. Councilmember Shiltz communicated that a community member reached out and inquired about a stop sign at Spencer and 3rd St. City Manager Geertz communicated that she is working with the Police Chief on other signage around town so that Administration can bring the ordinance back before Council to complete all the items in the ordinance at one time. Chief Werling communicated that he is working on a list and will work with City Manager Geertz to get the information needed for the Ordinance change. Councilmember Shiltz also communicated that he had another community member reach out to ask about school pick up and drop off. Chief Werling communicated that he has had several meetings with the school and part of the signage the City is looking at updating would be in that area. Shiltz also communicated that a community member wanted to praise Nick Heath for reaching out about youth sports registration and commented that she really appreciated the small-town vibe. Mayor Pro Tem McFerren communicated that a resident on walnut and short inquired about inserting speed bumps to slow down traffic and inquired about the plan for the new development for emergency services. City Manager Geertz communicated that she would work with City Engineer Foley and Police Chief Werling to see what the City could Utilize in that area. Mayor Pro Tem McFerren also communicated that a community member was also concerned with the trash that blows around on Short St. with the multiplex. City Manager Geertz communicated that the landlord is good about working with the City on getting the trash items cleaned up. McFerren also communicated that there is concern from community members about the dilapidated buildings and homes owned by landlords in the community. Administrative Staff recommended having Mayor Pro Tem send the information to them to follow up with Building Inspector Terry Goerd. Councilmember Dominguez communicated that herself and Councilmember Martinez were contacted by a journalism student who is working on a story about West Liberty. Dominguez communicated that the student was interested in West Liberty because it is one of the few Rural Communities that was not

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declining and wanted to see if Dominguez and Martinez could point her in the right direction to get in contact with families who have a large involvement in the community.

There was Discussion and Appropriate Action by the City of West Liberty, IA City Council for the Comet Marching Band Event Assistance Request Application. This will be the 2nd Annual Competition and it was to originally be in the new complex, but it is not yet completed. This is to raise money for the Marching Band, and it allows the kids to be involved in their own fundraising. Last year there was about \$8,000 raised for the Marching Band. The event would need help with no parking signs and to have the corner of Elm St to the Entrance of the High School blocked off for the event on October 7th, 2023. City Administration will work with the PD, Streets Department, and Fire and EMS Department to get things ready for the event. There are bigger schools this year and there are 9 bands coming in. There was a motion to approve the request. Martinez/McFerren (4-0-1 abstention, Smith)

There was Discussion and Appropriate Action by the City of West Liberty, IA City Council on the West Liberty Fire Department. Mayor Anderson communicated that the City Council met on September 12th to discuss what the next steps would be. Mayor Anderson communicated that there are three options they spoke specifically about: 1. To meet with firefighter Greg Morris from Solon FD that worked through their plan. 2. Have the City take the documents from the Taskforce to use as a basis and have an attorney (Lynch Dallas, recommended by City Attorney Stanley, Lande & Hunter), write a draft reflecting the City's needs, and send it back to bring to the Taskforce. 3. Continue to look for an expert to review the documents and answer the questions the City Council still has. Councilmember Dominguez communicated that during the meeting Council had discussed having a work session to meet with Greg Morris and possibly inviting the City Mayor and City Administrator from Solon. Dominguez also communicated that another item discussed was looking to track down the attorney that helped Solon get to where they are today. Councilmember Shiltz communicated that he would like to meet with Greg Morris and invite the Rural Trustees to hear all around from all parties. Shiltz also communicated that he would like to see the documents turned over to an attorney to have them correct the issues and send back for review. Smith wondered if it would make more sense to just have a few members instead of everyone at the table. A couple from the Trustees, A couple from Council, and a Couple from the Fire Department. Dominguez communicated that she believes it would be most beneficial for the entire Council and all parties to be involved to have the questions answered. Councilmember Martinez asked if Council could give the Taskforce the issues and give them the opportunity to fix it before it went to the attorney for review. Mayor Pro Tem McFerren communicated that it is the City's responsibility to ensure coverage for the community members inside the City limits as it is the Rural responsibility to ensure coverage for members in their areas. McFerren communicated that it is important that everyone is comfortable with the rules, regulations, and bylaws to make sure there are no discrepancies. McFerren communicated that she would entertain sending the documents to Lynch Dallas to have them reviewed and send a draft back with what we need to look for. Everyone needs to be sure that in the future if there are disagreements no party is scrambling for service. There was a motion to proceed with sending the documents to Lynch Dallas, pending release from Stanley, Lande & Hunter and to set up a meeting with Greg Morris, Mayor of Solon, City Administrator of Solon, Rural Trustees, and the Department. Smith/Dominguez (5-0)

Resolution 20230919-85: A Resolution to Enter into and Engineering Services Agreement with Veenstra & Kimm for the Wastewater Treatment Plant Baseline Improvements was Approved by roll call vote. Smith/Dominguez Shiltz-Y, Smith-Y, Dominguez-Y, Martinez-Y, McFerren-Y (5-0) City Engineer Leo Foley communicated that these baseline improvements need to be done no matter what, but that they will be working with a contract agreement with West Liberty Foods as noted in the agreement with the City of West Liberty

Resolution 20230919-86: A Resolution to Approve Change Order 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, Dominguez-Y, McFerren-Y (5-0) City Engineer Leo Foley communicated that there are two changes to this order. There is an interior coil door for the Well #2 Project and the exterior door to the Power Plant that are being replaced.

Resolution 20230919-87: A Resolution Accepting the Bid from All American Concrete, Inc. in the amount of \$243,954.00 for the Knotty Circle/Division Street Improvement Project was Approved by roll call vote. Martinez/McFerren Smith-Y, Shiltz-Y, Martinez-Y, Dominguez-Y, McFerren-Y (5-0) City Engineer Leo Foley communicated that we had several bids, and the accepted bid is from a local contractor who can start this project very soon.

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Resolution 20230919-88: A Resolution to Approve the Sale of a Police Vest to the City of Durant Police Department was Approved by roll call vote. Smith/McFerren Shiltz-Y, Smith-Y, Martinez-Y, Dominguez-Y, McFerren-Y (5-0) This was a fitted vest for former Sgt Jack Bierman who has taken a position with the City of Durant.

Resolution 20230919-89: A Resolution Setting Positions and Salaries/Wages for the West Liberty Police Department was Approved by roll call vote. Smith/McFerren Shiltz-Y, Smith-Y, Martinez-Y, Dominguez-Y, McFerren-Y (5-0) This is a new hire for the Police Department that will be joining the team on September 27th, 2023.

City Council set the date for the Strategic Planning with Pat Callahan on December 07th, 2023 at 5:00 p.m. for the City Strategic Planning Session. Smith/McFerren (5-0)

City Council set the date for previous City Clerk Lee Geertz Evaluation for Fiscal Year 22-23 at 6:00 p.m. for a Special Council Meeting on October 17th, 2023. Smith/Martinez (5-0)

City Council set the date for a Special Council Meeting on October 05th, 2023 at 7:00 p.m. Martinez/Dominguez (5-0)

City Council set the date for a Public Hearing for the Annexation of Wiele Chevrolet Inc on October 05th, 2023 at 7:00 p.m. Martinez/Shiltz (5-0)

City Council set the date for a Public Hearing for a Budget Amendment on October 05th, 2023 at 7:00 p.m. Martinez/Dominguez (5-0)

There was a motion to adjourn at 9:25 p.m. Smith/McFerren (5-0)

Mayor, Ethan Anderson

ATTEST:

City Clerk, Shari Hoffert