

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

OCTOBER 17, 2023

The City Council of West Liberty IA had a Special Meeting on 10/17/2023. Mayor Ethan Anderson called the meeting to order at 6:02 p.m. Councilmembers present: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, and Councilmember Dana Dominguez. Councilmembers Ashley Smith and Omar Martinez were absent from the meeting. City Manager Lee Geertz and City Clerk Shari Hoffert were also present for the meeting. The Agenda was approved. McFerren/Shiltz (3-0) The City Council entered a closed session pursuant to Iowa Code Section 21.5 (i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session- by Roll Call Vote. Shiltz/Dominguez Shiltz-Y, Dominguez-Y, McFerren-Y (3-0) . The Council entered back into open session by Roll Call Vote. McFerren/Shiltz Shiltz-Y, Dominguez-Y, McFerren-Y (3-0) There was a motion to adjourn at 7:09 p.m. Shiltz/McFerren (3-0)

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 Dana Dominguez, and Councilmember Omar Martinez. Councilmember Ashley Smith was absent from the meeting. City Staff in attendance: City Manager Lee Geertz (via zoom), City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, Police Chief Eric Werling (via zoom), Officer Jessica Saleh, and Library Director Allie Paarsmith.

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

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

Reports: City Engineer Leo Foley communicated that there is a lot of construction happening within the City of West Liberty. Foley communicated that the Knotty Circle Street Project did not go as smoothly as was anticipated. Foley communicated that they had asked the contractor to make sure that they contacted homeowners, but the City ended up posting the doors with the information. All American Concrete had communicated that homeowner's were notified, but they were only verbally talked to. Mayor Ethan Anderson communicated that in the future, it would be better to have documentation to show that the homeowners were contacted. Foley agreed. City Engineer Leo Foley communicated that the power relocation for the Rainbow/Maxson Street Project was having some issues with where the poles were. It was found out that the markers for the poles were knocked out and they got slightly offset. Kiowa, BHMG, and Interim Electric Superintendent Jon Meade worked to get things straightened out and there will be more work completed on October 18, 2023. Foley also communicated that the Sidewalk Project on Columbus still has ongoing discussions with the business owner's who are having problems with the placement of the sidewalk. The City has permission to place the sidewalk, but Foley wants to continue to work with the business owners to make it a smooth transition. City Manager Lee Geertz communicated that she worked with Community Liaison and Nuisance Officer Eddie Ortiz, Public Works Superintendent Adam Reinhardt and Communications Specialist Brittany Woodson to post information about the Knotty Circle project. There were also postings for parking and garbage/recycling placement. Geertz also communicated that they have received a bid for the Powerhouse roof, and this will come before Council the first meeting of November. Councilmember Shiltz communicated that at the Library Board Meeting there was conversation about the new hires and the new approved logo design for the library. Shiltz also communicated that Director Paarsmith and Financial Administration sat down to better understand the financial reports. City Clerk Shari Hoffert will be attending the Library Board Meeting in November to discuss the reports with the Library Board.

Vendor Voucher Claims List #1 in the amount of \$859,425.80 was approved. McFerren/Shiltz (4-0)

During the Public Comment Section: Councilmember Shiltz communicated that he had Community Members reaching out to inquire about the dirt being moved at the end of E 8th St. City Manager Geertz communicated that she has been in contact with Building Inspector Terry Goerdts and he would be reaching out to the property owner to discuss this issue. Shiltz also communicated that he had been contacted about Knotty Circle and the lack of communication about the project. Shiltz communicated that he was made aware that City Manager Geertz had been working with staff and getting notices out to the homeowners. City Manager Geertz communicated that this is typically something that the contractor does, but with homeowners not being notified the City worked diligently to get the information out to the homeowners. Geertz communicated moving forward the communication will need to be figured out sooner and if the contractor is not going to complete it, then the City needs to be aware to make sure that the City gets the notices out to the Community. Mayor Pro Tem Cara McFerren communicated that she had been contacted regarding the drain cap by Heath Manor. City Manager Geertz communicated that this was briefly discussed at the last meeting. This was an update to the drain due to the new construction. The previous one was replaced with a larger one for different drainage. Geertz communicated that she would follow up with City Engineer Leo Foley to get more clarification and contact the Community Member. McFerren also communicated that she was contacted regarding signage in the right of way. The Community Member wanted to know if the yard signage could be relaxed for the next three weeks before the election. Mayor Ethan Anderson communicated that this would be something to keep in mind for the next

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election as the next scheduled meeting is on election day this year. Anderson also communicated that he had been contacted about the stop sign on the corner of 3rd and Spencer. There is a committee meeting (as a whole), on October 30th, 2023, to discuss signage within the City of West Liberty.

There was discussion and appropriate action by the City of West Liberty, IA City Council on the Economic Development Grant Application for Slightly Vintage located at 317 N Calhoun St. in West Liberty, IA. WELEAD Director Ken Brooks communicated that this is a much-needed roof repair for the building. There was a motion to approve the application for Slightly Vintage. McFerren/Martinez (3-0-1 Abstention-Dominguez)

Resolution 20231017-94: A Resolution for Disposal of City Property to the Muscatine County Sheriff's Office was approved by Roll Call Vote. Martinez/McFerren Shiltz-Y, Martinez-Y, Dominguez-Y, McFerren-Y (4-0)

Resolution 20231017-95: A Resolution Approving Naming Depositories for the City of West Liberty was approved by Roll Call Vote. Martinez/Dominguez Martinez-Y, Shiltz-Y, Dominguez-Y, McFerren-Y (4-0)

There was a motion to adjourn at 8:08 p.m. McFerren/Shiltz (4-0)

Mayor, Ethan Anderson

ATTEST:

City Clerk, Shari Hoffert