

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY IOWA

NOVEMBER 21, 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 Dana Dominguez. Councilmember Omar Martinez arrived at the meeting at 7:35 p.m. and was absent for the approval of the agenda, approval of the consent agenda and the appointment of Cliff McFerren to the Board of Adjustments. Councilmember Ashley Smith was absent from the meeting. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Interim Police Chief Don Strong, and Library Director Allie Paarsmith.

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

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

Cliff McFerren was appointed to the Board of Adjustments by Council. Dominguez/Shiltz (3-0)

Reports: City Engineer Leo Foley communicated that the roof project for Well #2 had four bids sent out and only one replied. It was DC Taylor. V&K will be meeting with them next Wednesday on the roof for the Well #2 Project. There is one part of the roof that has a leak in the well area, and they will look to replace or fix this as soon as possible. There will need to be a contract set and they have provided one to V&K to look over. Foley communicated that there would be a change order for Well #2 to switch to a mag meter. This will allow a minute-by-minute update and Water Superintendent Danny Goodale prefers to have this. The City will receive a credit of about \$7,000 and the mag meter is about \$11,000 so there will be a cost to switch to this meter. City Engineer Foley communicated that this project was supposed to be completed by the end of October, but the biggest issue has been the controller for the pump. The project will be delayed until March to be able to run automatically, but there is a possibility that this could be run manually. Foley communicated that both the Knotty Circle/Division Street and Rainbow/Maxson Street Projects will be cleaned up with black dirt and seed. They will be using dormant seed and there is a possibility that it will need to be done again in spring, but they have had good luck in the past. Foley communicated that All American Concrete, Inc., ran into problems on the Knotty Circle/Division Street Project with soil, water lines, and electric and feels this needs to be a shared cost between the contractor and the city. All American has submitted information to V&K and they will be looking at the information provided. Foley communicated that the trail on the Rainbow/Maxson Street Project will begin next week. Foley also communicated that the WWTP Baseline Project would begin with surveying next week. Terracon will be doing the boaring on behalf of this, but the bill will come to the city for the work. Foley estimated it would be about \$7,000 for this.

Mayor Anderson spoke about the Police Chief Hiring Timeline and communicated that originally, he thought the timeline may be too aggressive, but believes that it will work out well. He thanked City Manager Geertz for getting this process moving quickly. Councilmember Dominguez communicated that she was surprised to see that it was already about halfway completed and approved of the process. Mayor Anderson communicated that the interviews for the position would be the week of December 11 and asked that Council look at their schedules that week to make sure that they are available for the interviews.

El Patio's 12-month Class C Retail Alcohol License was approved. McFerren/Shiltz (4-0)

Vendor Voucher Claims List #1 in the amount of \$487,245.26 was approved. Dominguez/McFerren (4-0)

Vendor Voucher Claims List #2 in the amount of \$1,293.50 was approved. Dominguez/Shiltz (3-0-1 abstention-McFerren)

During the Public Comment Section: Ken Brooks WELEAD Director communicated that he wanted to recognize exceptional groups from the past weekend's Holiday Open House. It was two full days of events, and it was a great event. Brooks communicated that the Chamber, led by Charles Brooke, did an outstanding job. Brooks communicated that city employees and city elects did an amazing job being out in the community and volunteering, as well as having uniformed officers from the Police Department out and about. Brooks also communicated that he wanted to thank city staff for getting the decorations up around town and for giving prompt attention to cleaning up after the event. Councilmember Shiltz communicated that he had been contacted about the new stop sign out by Dutton on Rainbow and Maxson. There is concern that people are running the stop sign. Interim Chief Strong communicated that they could watch the area more and brought up the yield sign further down. Strong communicated that the City should look at moving it due to the flow of traffic. Shiltz also had communication from the carwash owners on Columbus Street. The owners wanted to make sure that the slope and the heated sidewalk would be taken into consideration. City Engineer Leo Foley communicated that it is a tough driveway, and he would like to meet with the owners with plans in hand to go over everything. Councilmember Shiltz communicated that there was a problem with cats downtown and Community Liaison/ Nuisance Officer Eddie Ortiz met with the property owners to come up with a resolution. City Manager Geertz communicated that she would take a look at a catch and release program for stray cats in the City of West Liberty. Dominguez communicated that there is a program in Cedar Rapids for catch and release. Shiltz also communicated that the

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signage downtown was changed and inquired about the change. City Manager Geertz communicated that this change is to match our code and the next step would be looking at parking downtown in general for people who live in the apartments above the businesses. Councilmember Dominguez suggested looking at parking passes for those living above the buildings. Dominguez communicated that she got to meet with Joe, the photographer for the housing project, and that he did an incredible job taking photos of the community. City Manager Geertz had communication from the Hershman's out on Rainbow Dr. They have concerns about speeding with the road being redone. Cars are coming in at higher speeds off the gravel and they are concerned with the youth activity in the area and suggested having more patrolling in this area by the Police Department. City Manager Geertz also had communication with Ms. Brooks and Mr. Harned about items discussed during the last Council meeting and communicated both customers have had their questions resolved.

There was discussion and appropriate action by the council of The City of West Liberty, IA., on setting an agreement with Veenstra & Kimm for city infrastructure located west of city limits. City Manager Geertz communicated that with the voluntary annexation of Wiele and the possibility of other areas wanting to move within the city limits it is a good time to look at the infrastructure for expansion. This would look at both water and sewer for this area. City Engineer Leo Foley communicated that the infrastructure is on the books, it just needs to be brought to the surface. Council motioned to enter into an agreement with Veenstra & Kimm for an infrastructure expansion study. Dominguez/McFerren (4-0)

Resolution 20231121-102: A Resolution to Accept and Approve the Annual Financial Report and Authorize the City Clerk to file the Report for the Fiscal Year ending June 30, 2023, was approved by roll call vote. McFerren/Shiltz Shiltz-Y, Dominguez-Y, Martinez-Y, McFerren-Y (4-0)

The City Council entered into closed session pursuant to Iowa Code Section 21.5 (C) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the government body in that litigation by roll call vote. McFerren/Dominguez Shiltz-Y, Martinez-Y, Dominguez-Y, Martinez-Y (4-0)

City Council entered back to open session by roll call vote. Shiltz/McFerren Shiltz-Y, Martinez-Y, Dominguez-Y, McFerren-Y (4-0)

There was a motion made after closed session to move forward with this proposed release and settlement agreement and to negotiate finalization of agreement in conjunction with the City Manager and the Mayor. McFerren/Dominguez (4-0)

There was a motion to adjourn at 8:48 p.m. McFerren/Dominguez (4-0)

Mayor, Ethan Anderson

ATTEST:

City Clerk, Shari Hoffert