



**Location: West Liberty Community Center
1204 N Calhoun St.
West Liberty, IA 52776**

Date: February 6th, 2024

Time: 7:30 REGULAR COUNCIL MEETING

Mayor: Mark Smith Mayor Pro Tem: Cara McFerren

City Council: Josh Shiltz, Dana Dominguez, Omar Martinez, and Tim Parizek

Meeting Agenda

To attend the meeting via Zoom: <https://zoom.us/j/5034467219?pwd=cEhzdVExYTg2M2hmWEFzVkJnUFczZz09>

Meeting ID: 503 446 7219 Password: 822323 Phone: +1 312 626 6799 US

If you would like to request to be on the City Council Agenda and address the Council, please contact Shari Hoffert, City Clerk: shoffert@cityofwestlibertyia.org or 319-627-2418 during City Hall business hours. The Mayor will recognize you on the agenda and provide 5 minutes to address the City Council.

Attendees not listed on the agenda may only address the City Council during the Public Comments portion of the agenda. Please see instructions for the Public Comments and/or Correspondence on agenda. The City Council may only act on the agenda items. Please contact Shari Hoffert, City Clerk, if you have any additional questions or need assistance in attending the meeting.

Public Notice Is Hereby Given

That the above-mentioned Government Body will hold a Regular Meeting at the date, time, and place set out above. The tentative agenda for said meeting is as follows:

Meetings will be recorded.

- 1. CALL TO ORDER-ROLL CALL**
- 2. APPROVAL OF THE AGENDA** (Consent Vote)
- 3. APPROVAL OF THE CONSENT AGENDA** (Consent Vote)
 - A. City Council Meeting Minutes 01/16/2024
- 4. REPORTS- Employee/City Manager/City Attorney/City Boards/Committees/Commissions**
 - A. City Engineer- Leo Foley
 - B. City Staff Reports- City Manager, Police Department, Streets and Solid Waste, Ministerial Utility Report
 - C. Committee Meetings-
- 5. BEER AND LIQUOR LICENSE(S)**
 - A. Dollar General 12-Month Class B Retail Alcohol License Effective 03-01-2024. (Consent Vote)
- 6. APPLICATION FOR BOARD OF ADJUSTMENTS**
 - A. Jay Simon application for Board of Adjustments. The City has one seat that needs to be filled by a Community Member within City Limits. The term will be for 2 Years effective February 7th, 2024. (Consent Vote)
- 7. VENDOR VOUCHER CLAIMS** (Consent Vote)
 - A. Vendor Voucher Claims List #1 (Reg, Prepaid) in the amount of \$361,283.20
 - B. Vendor Voucher Claims List #2 (Cardinal Signs & Graphics) in the amount of \$120.00
- 8. PUBLIC COMMENTS AND/OR CORRESPONDENCE:** This is the time set aside for comments from the public on topics of City Business other than those listed on the agenda. No action may be taken.
 - i. Public Comments



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- ii. City Council Public Comments or Correspondence
- iii. City Manager and/or City Clerk Public Comments or Correspondence

Please state your name and address for the record and keep your comments to no more than 2 minutes.

9. NEW BUSINESS

- A.** Discussion and Appropriate Action by the City Council of West Liberty, IA on job descriptions for the City Financial Administration. (Discussion, Motion, Consent Vote)
- B.** Discussion and Appropriate Action on Economic Development Application 20240206-01 for Ken and Sue Morrison- 307 E A St. in West Liberty, IA 52776. (Discussion, Motion, Consent Vote)
- C.** Resolution 20240206-122: A Resolution for Disposal of City Property Stored at the West Liberty Fire and Ambulance Department. (Roll Call Vote)
- D.** Resolution 20240206-123: A Resolution to a Consent of Mortgage and Assignment of Rents for Bell Kids, LLC in the amount of \$375,000.00 with MidWestOne Bank. (Roll Call Vote)
- E.** Resolution 20240206-124: A Resolution Amending and Approving the Fee Appendix to the City Code for the West Liberty Police Department and the Solid Waste Department. (Roll Call Vote)
- F.** Resolution 20240206-125: A Resolution to Approve Pay Estimate No. 4 from S.G. Construction Company for the Well #2 Phase 2: Powerhouse Improvement Project in the City of West Liberty, IA 52776. (Roll Call Vote)
- G.** Resolution 20240206-126: A Resolution to Approve Pay Estimate No 10 with Payment Amount included for Change Order No 4 for All American Concrete Inc. for the Rainbow/Maxson Street Improvement Project in the City of West Liberty, IA 52776. (Roll Call Vote)
- H.** Resolution 20240206-127: A Resolution to Approve Pay Estimate No. 4 from All American Concrete Inc. for the Knotty Circle/Division Street Improvement Project in the City of West Liberty, IA 52776. (Roll Call Vote)
- I.** Resolution 20240206-128: A Resolution to Accept and Approve the Bid for Sale of the 2015 Dodge Ram for the West Liberty Police Department. (Roll Call Vote)
- J.** Resolution 20240206-129: A Resolution to Approve Pay Estimate No 1 from Kiowa Line Builders, Inc. for the Electric Upgrade to Rainbow/Maxson Street Project. (Roll Call Vote)
- K.** Review Budget Timeline.
- L.** Set the date for a City Council Work Session to Review City Council Rules of Conduct for February 20th, 2024, at 6:30 p.m.
- M.** Set the date for a Public Hearing for the Rezoning of N Elm Street for March 05, 2024, at 7:30 p.m. (Consent Vote)
- N.** Set the date for a Public Hearing for the Rezoning of Wiele Chevrolet for March 05, 2024, at 7:30 p.m. (Consent Vote)



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O. CLOSED SESSION

- i. Enter into closed session pursuant to Iowa Code Chapter 21.5 (J) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and audio of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.
- ii. Enter into Open Session
 - A. Council Decision and Appropriate Action From Closed Session. (Roll Call Vote)

10. Adjournment- (Consent Vote)