

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA

March 19th, 2024

Mayor Mark Smith called the Regular Council Meeting to order at 7:31 p.m. by roll call. City Council Members in attendance: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, Councilmember Tim Parizek and Councilmember Omar Martinez. Councilmember Dana Dominguez was absent from the meeting. City Staff in attendance: City Manager Lee Geertz via zoom, City Clerk Shari Hoffert, Deputy City Clerk Emily Reinhardt, Communications Specialist Brittany Woodson, Library Director Allie Paarsmith, Police Chief Josh Houser, Wastewater Treatment Plant employee Jerry Kruse, and Parks and Rec and IT Superintendent, Nick Heath. *The full video can be viewed on the City website at www.cityofwestlibertyia.org.*

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

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

Mayor Mark Smith indicated the March Sewer Report shows that everything is moving along as intended.

Reports: City Engineer Leo Foley communicated that he had a meeting with City Manager Geertz to gather more information for the utility study and he will have a contract before Council at the next meeting. City Manager Geertz communicated via Zoom there was a tour with the Hotel Feasibility Study on Tuesday, March 12th and there will be a survey to businesses to collect more data within the next few weeks. City Clerk Hoffert shared on behalf of City Manager Geertz that there is a new hire for the Electric Superintendent, who will be starting April 1st, 2024. City Clerk Hoffert also shared that the City of West Liberty currently has three positions open for the city. These include a Street Equipment Operator, Full and part-time Certified Police Officers, and a Maintenance Float position for Parks and Rec/Street Department. City Manager Geertz has meetings set up with City Engineer Leo Foley to go over Capital Improvement Projects and Wastewater Treatment Plant Improvements. Community Liaison and Nuisance Officer Eddie Ortiz believes that all the cats in the alleyway behind the American Legion Building have been caught and rehomed. Clerk Hoffert mentioned the budget for FY '24-'25 is about 30% complete, with a few more things City Manager Geertz and City Clerk Hoffert need to fulfill before the budget is completed. City Manger Lee Geertz had a meeting with the Police Department and a meeting with the City Department Heads. Councilmember McFerren communicated that she appreciated all the reports and pictures given by City Superintendents, keeping the City Council up to date with current events. Library Director Allie Paarsmith communicated that the Library has their Annual Meeting on March 20th, 2024, at the Public Library at 7:00 p.m. and will have an updated report at the next City Council meeting.

The 12-month Class C Retail Alcohol License for the Muscatine County Fair was approved. Shiltz/McFerren (4-0)

The 12-month Class C Retail Alcohol License for the Muscatine County Fair Amphitheater was approved. McFerren/Martinez (4-0)

Vendor Voucher Claims List #1 in the amount of \$231,632.95 was approved. McFerren/Shiltz (4-0)

Public Comments and Correspondence were open to the public and there were no present public comments. McFerren communicated to City Engineer Leo Foley there were citizens who had mentioned to her concerns about the bee-hive on the Rainbow/Maxson Street Project not being present. City Engineer Leo Foley communicated this was brought to his attention previously and he has already drawn it to the attention of the Contractors. Communicating this will be fixed as it was part of the original plan. Councilmember Shiltz received concerns of the piling of dirt on Eighth Street, which was communicated to be an on-going issue that will be addressed. Shiltz communicated Parks and Rec Director Heath communicated the white posts along the roadway of Kimberly Park are to ensure drivers do not park in the grass. Shiltz communicated the posts are in bad condition and asked Heath if there is a way to have these fixed.

Ordinance 20240305-05: An Ordinance Amending the City of West Liberty Zoning Map to Establish the Zoning of 35 Parcels of Land on the West Side of North Elm Street from Railroad Park to Rainbow Drive Organizing into two Categories R-2 and C-2 Removing M-1 and M-2 Second Reading was approved by roll call vote. McFerren/Shiltz. McFerren-Y, Martinez-Y, Parizek-Y, Shiltz-Y (4-0) Councilmember Shiltz questioned if there had been any further concerns from surrounding property owners. City Clerk Hoffert had not heard any and communicated with West Liberty Building Inspector Terry Goerdts and he also had not heard anything from current property owners.

Ordinance 20240305-06: An Ordinance Amending the City of West Liberty Zoning Map to Establish the Zoning of a Parcel of Land Belonging to Wiele Chevrolet, Inc. from the Current Zoning Classification of A-1, Agriculture District to C-2, General Retail District Second Reading with the Possibility of Waiving the Third Reading was approved by roll call vote. McFerren motioned to approve the second reading and waive the third, followed by Councilmember Shiltz. McFerren/Shiltz. Martinez-Y, Parizek-Y, Shiltz-Y, McFerren-Y. (4-0)

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There was discussion and appropriate action by the Council of The City of West Liberty, IA., on the Updates to the SCADA System for the Wastewater Treatment Plant and Water Plant. There was a motion to approve the expenses and upgrade the SCADA System. Shiltz/McFerren. (4-0)

There was discussion and appropriate action by the Council of The City of West Liberty, IA., on the Sewer Refund credit in the amount of \$722.21 for Properties LLC, at the location of 315 E Chesebro for a water leak that pumped out of the building that did not go through the City Sewer System. City Staff recommended refunding, followed by a motion to approve the sewer refund for PPB Properties LLC in the amount of \$722.21 by McFerren. McFerren/Martinez. (4-0)

Resolution 20240319-138: A Resolution to Approve Pay Estimate No. 11 from All American Concrete Inc. for the Rainbow/Maxson Street Improvement Project in the City of West Liberty, 52776 was approved by a roll call vote. McFerren/Martinez Shiltz-Y, Parizek-Y, Martinez-Y, McFerren-Y. (4-0)

Resolution 20240319-139: A Resolution to Approve Pay Estimate No. 5 from All American Concrete Inc. for the Knotty Circle/Division Street Improvement Project for Retainage and Project Closeout in the City of West Liberty, IA 52776, was approved by a roll call vote. McFerren/Parizek Parizek-Y, Martinez-Y, McFerren-Y, Shiltz-Y. (4-0)

Resolution 20240319-140: A Resolution to Approve Pay Estimate No. 1 from Northway Well & Pump Company for the Well #2 Improvements-Phase 1 Project in the City of West Liberty, IA 52776 was approved by a roll call vote. McFerren/Parizek McFerren-Y, Shiltz-Y, Parizek-Y, Martinez-Y. (4-0)

The City Council of West Liberty set the date for a Budget work session on April 9th at 6:00 p.m. at the West Liberty Public Library.

The City Council of West Liberty set the date for the Public Hearing on the Proposed Tax Levy for April 2nd, 2024, at 7:00 p.m. at 1204 N. Calhoun St in West Liberty, IA 52776.

The City Council of West Liberty set the date for the Public Hearing on the Fiscal Budget for 24-25 for April 23rd, 2024, at 6:00 p.m.

There was a motion to adjourn the Regular Council Meeting at 8:04 p.m. McFerren/Parizek. (4-0)

Mayor, Mark Smith

ATTEST:

Deputy City Clerk, Emily Reinhardt