

## MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA

May 7<sup>th</sup>, 2024

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The West Liberty City Council held a work session on Tuesday May 7<sup>th</sup>, 2024, on the pool feasibility study. Mayor Pro Tem Cara McFerren called the work session to order at 6:33 p.m. Councilmembers in attendance: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, Councilmember Omar Martinez, and Councilmember Tim Parizek. Councilmember Dana Dominguez arrived at the work session at 6:53 p.m. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, Library Director Allie Paarsmith, and Police Chief Josh Houser. Patrick Eagen presented the two designs that his company had produced for the West Liberty Kimberly Pool. There was discussion over the two designs and there was a consensus to have an additional meeting once Council was able to digest all the information provided. There will be an additional work session scheduled with Mr. Eagen, Parks and Rec Superintendent Nick Heath, and City Council at a future date. The work session can be viewed at [www.cityofwestlibertyia.org](http://www.cityofwestlibertyia.org).

Mayor Pro Tem Cara McFerren called the Regular Council meeting to order at 7:31 p.m. Councilmembers in attendance: Councilmember Omar Martinez, Councilmember Josh Shiltz, Mayor Pro Tem Cara McFerren, Councilmember Dana Dominguez, and Councilmember Tim Parizek. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Deputy City Clerk Emily Reinhardt, Public Works Director Adam Reinhardt, Communications Specialist Brittany Woodson, Library Director Allie Paarsmith, and Police Chief Josh Houser.

The City Council approved the agenda. Shiltz/Dominguez (5-0)

The City Council approved the consent agenda. Dominguez/Shiltz (5-0)

Reports: City Engineer Leo Foley was absent from the meeting. City Manager Lee Geertz communicated that her and WELEAD Director Ken Brooks have continued to work on the annexation request that has come in through the City. Geertz and Brooks have meetings set up with property owners to discuss annexation. Geertz and Brooks met with Dorsey & Whitney to talk through the annexation process and incentives for those who could possibly annex into the City of West Liberty. Geertz communicated that the hotel feasibility study has been completed and there will be a date set to go over the information found in the study. Geertz communicated that there was a meeting held with Solar to go over the Electric Contract that the City of West Liberty currently has with them and looking at way to meet the needs of the City. Geertz communicated that Electric Superintendent Cody Franklin along with Jon Meade have done an incredible job going through the entire contract to bring new things to the table for discussion. In Geertz's communication she also spoke with two community members about the drainage ditch on S Columbus Street as well as land right of ways, and leaf pick up. Geertz announced that EMS Coordinator Tammy Wigim's last day with the department was Monday May 6<sup>th</sup>, 2024, and extended her thanks to Mrs. Wigim for her service with the Ambulance Department. City Manager Geertz extended her appreciation to Public Works Director Adam Reinhardt for his work with the City Engineer on the construction projects and to City Clerk Hoffert for her work on the codification and upgrade in the financial software. Geertz also communicated that she met with the State Library on Monday May 6<sup>th</sup>, 2024.

Vendor Voucher Claims List #1 in the amount of \$613,161.87 was approved. Shiltz/Parizek (5-0)

Vendor Voucher Claims List #2 in the amount of \$1004.00 was approved. Dominguez/Martinez (4-0-1 McFerren abstained)

During the Public Comment Section: WELEAD Director Ken Brooks communicated that the quarterly meeting for WELEAD would be held Friday May 17<sup>th</sup> at the Community Center and welcomed everyone to come. Brooks also communicated that he is looking forward to presenting the housing study in June to the City Council. Brooks also introduced Assistant (new hire) of WELEAD, Krista Lenier. Councilmember Josh Shiltz communicated that a community member had reached out about a goat in town. Shiltz gave the information to City Manager Geertz and Community Liaison/ Nuisance Officer Eddie Ortiz and Ortiz was able to track the owner down. Shiltz also had been contacted about noise coming from Flamas and Kimberly Park and communicated to the community members to contact the non-emergent police line in the future if these items arise. Shiltz has received correspondence on the cleanup happening on Rainbow/Maxson and communicated that people are noticing it looks refreshed. Public Works Director Adam Reinhardt communicated that Veenstra & Kimm are putting together a final punch list due to minor cracks and clean ups to get the project completed. Mayor Pro Tem communicated she had been contacted by a person who lives in Iowa City about the City of West Liberty's ordinance on Tiny Homes. The City does not currently have this in the code, but McFerren communicated this may be something the Council wants to look at in the future. McFerren communicated that there has been correspondence on the possibility of upgrading the electric service on Spencer Street from 110 to a 220 service for the events that happen in the downtown area. Geertz communicated with a new Electric Superintendent coming on board, there will be discussions over this question. McFerren was contacted about the yard light at Golden Years #1. They are wanting to look at the possibility of keeping the yard light after it goes out and asked that the administration look at this. McFerren communicated that there have been concerns from Sunnyview Manor about suspicious activity and speeding on Walnut and Short Street. Police Chief Josh Houser communicated he has been in contact with residents in the area and there is now extra patrol in the area. McFerren communicated community members are concerned about the alleyway on Miller and Clark St between 3<sup>rd</sup> and 4<sup>th</sup>. Public Works Director Adam Reinhardt communicated that it is on the list to complete, but due to it being on brick it does not hold well. McFerren also had correspondence from a community member about the hydrant on Fifth Street and Miller. City Manager Geertz communicated that he would follow up with Water Superintendent Danny Goodale on the hydrant.

There was discussion and appropriate action by the Council of The City of West Liberty, IA., on the event request for Eulenspiegel Puppet Theatre Company for their annual children's festival on September 14<sup>th</sup>, 2024. Stefanie Velez communicated the event would be the same as previous years' and that it was very appreciated that the City had helped provide porta-potties at last year's event. City Manager Geertz communicated that she would look into what the City could do for this year's event. There was a motion to approve the event request for the Eulenspiegel Puppet Theatre Company for their annual children's festival on September 14<sup>th</sup>, 2024. Dominguez/Martinez (5-0)

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There was discussion and appropriate action by the Council of The City of West Liberty, IA, on the RFQ's for Attorneys for the City of West Liberty. The City sent out RFQ's to four law firms and received two requests back from firms interested in representing the City of West Liberty. The two firms to return their RFQ's were Stanley, Lande, & Hunter, and Lynch Dallas. There was a motion to approve Lynch Dallas' RFQ and select as the City Attorney for the City of West Liberty. Shiltz/Dominguez (5-0)

Resolution 20240507-147: A Resolution adopting Juneteenth as an Observed Holiday by the City of West Liberty, IA under the Federal Holiday Calendar was approved by roll call vote. Dominguez/Martinez McFerren-Y, Dominguez-Y, Parizek-Y, Martinez-Y, Shiltz-Y (5-0)

Resolution 20240507-148: A Resolution to Approve Pay Estimate No 12 from All American Concrete, Inc. for the Rainbow/Maxson Street Project in the City of West Liberty, IA 52776 was approved by roll call vote. Shiltz/Martinez Martinez-Y, Shiltz-Y, McFerren-Y, Dominguez-Y, Parizek-Y (5-0)

City Council set the date for a public hearing for a budget amendment on 05/21/2024 at 7:30 p.m. by consensus.

City Council set the date for a public hearing for the agreement with Marco Technologies for the leasing of printers for City Hall, The Library, and the Police Department on 05/21/2024 at 7:30 p.m. by consensus.

City Council set the date for a Council Work Session on 05/21/2024 at 6:00 p.m. to go over the City Council Code of Conduct and information on the Budget amendment by consensus.

City Council entered closed session pursuant to Iowa Code Chapter 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 governmental body in that litigation by roll call vote. Martinez/Shiltz Parizek-Y, Martinez-Y, Shiltz-Y, McFerren-Y, Dominguez-Y (5-0)

City Council returned to open session by roll call vote. Dominguez/Martinez Dominguez-Y, Parizek-Y, Martinez-Y, Shiltz-Y, McFerren-Y (5-0)

There was a motion to adjourn at 8:56 p.m. Martinez/Shiltz (5-0)

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Mayor Pro Tem, Cara McFerren

ATTEST:

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City Clerk, Shari Hoffert