MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA October 1st, 2024

There was a work session held at 6:00 p.m. on Tuesday October 1st, 2024, to discuss adding a seventh officer to the West Liberty Police Department. Mayor Pro Tem called the meeting to order at 6:00 p.m. Councilmembers in attendance: Mayor Pro Tem Cara McFerren and Councilmember Tim Parizek. Councilmember Josh Shiltz, Councilmember Omar Martinez, and Councilmember Dana Dominguez were absent from the work session. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Communications Specialist Brittany Woodson, and Police Chief Josh Houser. Police Chief Houser discussed the need to add a seventh full-time officer to the roster for the West Liberty Police Department. Houser discussed the many reasons for the need such as: officer safety (especially reflecting increased call volume and nature of calls), reducing burn out, coverage during work related injuries and administrative leaves, and keeping pace with the growth of the City and surrounding areas. The entire work session can be viewed at www.cityofwestlibertyia.org .

Mayor Pro Tem Cara McFerren called the Regular Council meeting to order at 7:30 p.m. Councilmembers in attendance: Councilmember Omar Martinez, Councilmember Josh Shiltz, Mayor Pro Tem Cara McFerren, and Councilmember Tim Parizek. Councilmember Dana Dominguez was absent from the meeting. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Deputy City Clerk Emily Reinhardt, Communications Specialist Brittany Woodson, Public Works Director Adam Reinhardt, Library Director Allie Paarsmith and Police Chief Josh Houser. The Council Meeting can be viewed at www.cityofwestlibertyia.org .

The City Council approved the agenda amending Section 8, New Business, to include the Comet Classic event request as item B. Martinez/Shiltz (4-0)

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

There was a public hearing on the annexation for Giri LLC for 8th Street and Holden Avenue. The public hearing was opened by roll call vote. Martinez/Shiltz Martinez-Y, Shiltz-Y, McFerren-Y, Parizek-Y (4-0)

During the public comments and correspondence section of the public hearing, Humberto Vasquez, a farm owner located South of the proposed annexation, spoke of his concerns with the annexation. Mr. Vasquez communicated that he is in support of the housing but wanted to bring up concerns about raising the dirt level in the floodplain and how this would affect the surrounding properties and what effect this annexation would have on his property. Mr. Vasquez has livestock and a butcher business and wants to ensure that there will not be any issues with the new homes going in. City Manager Geertz communicated that this is the very early stages of the annexation process and that surrounding property owners would continue to be notified throughout the process. Geertz communicated that one of the steps will be to review the floodplain to make sure the raising of the dirt will not cause problems for the surrounding properties. Geertz thanked Mr. Vasquez for attending the meeting and bringing up his concerns. Mr. Giri, the developer of the proposed annexation, communicated that this is in the very early stages and that he is working with Jon Marner to get the plan set. Mr. Giri communicated that they will lose a couple of lots from the plans to add private entrances for the subdivision. Mr. Giri communicated that these will be single family, slab homes and that the homes will be affordable for the home buyers.

The public hearing was closed by roll call vote. Shiltz/Martinez Martinez-Y, Shiltz-Y, McFerren-Y, Parizek-Y (4-0)

Resolution 20241001-182: A Resolution Voluntarily Annexing Certain Real Estate into the City of West Liberty, Iowa was approved by roll call vote. Martinez/Shiltz Martinez-Y, Shiltz-Y, McFerren-Y, Parizek-Y (4-0)

Reports: City Engineer Leo Foley communicated that there was a capital improvement meeting last Friday, September 27th, and there should be more information to follow up with the capital improvement plan and rate study within the next month. Foley communicated he is trying to get a definitive date on the Columbus Street Sidewalk Project start date, but has received confirmation that it could be Friday, October 4th. Councilmember Shiltz asked that Mr. Foley stay in contact with the property owners that will be affected by this project, so they are aware of the timeline. Foley communicated that the Rainbow/Maxson Street Project is still not yet completed, and that the City will continue to hold the retainage until this Project is completed. City Manager Geertz communicated that the Iowa League Conference was very informative to include items over the HF718, finance trainings, and human resource matters with the City Attorney, Lynch Dallas. Geertz had a lengthy meeting with FEMA for the reimbursement requested by the City of West Liberty and the City will be providing further information requested beginning next week. Mayor Pro Tem Cara McFerren questioned the dates of open burning. Public Works Director Adam Reinhardt communicated this is the last two weeks of October and the first two weeks of November. Councilmember Omar Martinez questioned when the Durango for the Police Department would be ready for patrol. Police Chief Josh Houser communicated that the Durango for the Police Department is waiting on a computer and then it will be ready for patrol.

Vendor Voucher Claims List #1 in the amount of $388,694.99 was approved. Parizek/Shiltz (4-0)

Vendor Voucher Claims List #2 in the amount of $466.00 was approved. Shiltz/Martinez (3-0-1 abstention McFerren)

During the Public Comment Section: There were no public comments from the community. Mayor Pro Tem Cara McFerren communicated that she has had several people contacting on behalf of the four-way stop on Spencer and 3rd St. There is concern about vehicles running the stop signs now that the removable stop sign in the middle was taken away. Public Works Director Adam Reinhardt communicated that this was a temporary item to help make people aware of the new four-way stop, but the permanent stop signs along with flags to notify the public are still in place.

There was discussion and appropriate action by the City Council of the City of West Liberty, IA, on the tree application process for Community Members due to severe weather damage. Mayor Pro Tem McFerren communicated she has had community members reach out to see if we would be replacing trees and now that we have something in place this will allow community members to apply to receive a tree for their properties. There will be 25 trees that Community Members can apply for to place on their property, and there are 50 trees the City will be planting on City Property as well as planting in the right of ways. City Manager Geertz communicated that if this program goes well, the City will look at the budget for the upcoming fiscal year to possibly bring in more trees. This application process will be on a first come first served basis. There was a motion to approve the tree application process for Community Members due to severe weather damage. Shiltz/Parizek (4-0)

There was discussion and appropriate action by the City Council of the City of West Liberty, IA, on the event and street closure request for the Comet Classic on October 12th, 2024. Public Works Director communicated that the application did not request assistance from Public Works or the Police Department, but in order to close the roads both departments would be required. City Manager Geertz communicated this is a large event and it will be similar to the years past for the parking of the trailers and buses. There was a motion to approve the event and street closure request for the Comet Classic on October 12th, 2024. Shiltz/Martinez (4-0)

There was a motion to adjourn at 8:25 p.m. Martinez/Parizek (4-0)

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Mayor Pro Tem,
Cara McFerren

ATTEST:

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City Clerk, Shari Hoffert