

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA

November 5th, 2024

Mayor Mark Smith 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 arrived to the meeting at 7:31 p.m. and was absent for the approval of the agenda and approval of the consent agenda. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, 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. Shiltz/Parizek (4-0)

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

Mayor Mark Smith recognized City Clerk Shari Hoffert for becoming a Certified Municipal Clerk.

There was a public hearing on Budget Amendment #1 for Fiscal Year 24-25. The public hearing was opened by roll call vote. Dominguez/Martinez Martinez-Y, Shiltz-Y, McFerren-Y, Dominguez-Y, Parizek-Y (5-0)

During the public comments and correspondence section of the public hearing, Mayor Pro Tem Cara McFerren communicated that she was contacted about the explanation of the amendment. McFerren directed them to review the Budget Amendment Worksheet with the information pertaining to the Amendment listed at the bottom of the sheet.

The public hearing was closed by roll call vote. Dominguez/Shiltz Dominguez-Y, Shiltz-Y, Parizek-Y, McFerren-Y, Martinez-Y (5-0)

Resolution 20241105-189: City of West Liberty City Budget Amendment #1 and Certification Resolution for Fiscal Year 2024-2025 was approved by roll call vote. McFerren/Parizek Parizek-Y, Shiltz-Y, McFerren-Y, Martinez-Y, Dominguez-Y (5-0)

The 12-month Class C Retail Alcohol License for La Chiva Loka expiring October 15th, 2025, was approved. Parizek/McFerren (5-0)

The 12-month Class C Retail Alcohol License for DMH298, LLC DBA Winks Bar and Grill expiring October 21st, 2025, was approved. Martinez/Parizek (5-0)

Reports: City Engineer Leo Foley communicated that he met with City Manager Geertz and City Staff to go over the 5-year CIP information and will plan to meet this coming week to finalize the information. This will tie in the Wastewater Treatment Plant costs as well as presenting the new rates. Foley communicated that Well #2 integration is still not completed, but there should be a resolution for this in mid-November. City Manager Geertz communicated that she is still working with the ELC transfer and has contacted Muscatine County Abstract to get a new abstract issued. Geertz communicated she is continuing to work on the grants as well as working with FEMA for the first reimbursement request. Geertz met with Public Works Director Adam Reinhardt and City Clerk Shari Hoffert to go over the updates to the Employee Handbook. This has now been sent to the attorney for review and then will be provided to the Department Heads for further feedback prior to finalization and presentation of the updated handbook. City Manager Geertz communicated that there has been an increase of animal control calls and animals running at large. Geertz communicated that City Services would be closed on Monday, November 11th, in honor of Veteran's Day. Councilmember Dana Dominguez questioned the replacing of voids on the streets report provided by Public Works Director Adam Reinhardt. Reinhardt communicated that there are hollow areas under the roads that were being fixed. City Engineer Leo Foley communicated that this is normal for older roads due to the older standards. Foley communicated that you will not see that as frequently with new roads as the construction of them has changed.

Vendor Voucher Claims List #1 in the amount of \$458,215.81 was approved. McFerren/Shiltz (5-0)

Library Pre-Paid Claims List in the amount of \$6,833.55 was approved. Shiltz/Martinez (5-0)

During the Public Comment Section: WELEAD Director Ken Brooks invited everyone to the quarterly business meeting on Friday November 8th, 2024, beginning at noon. Councilmember Josh Shiltz communicated that WELEAD Director Ken Brooks reached out to him about recent changes to the garbage ordinance. Mayor Pro Tem Cara McFerren communicated that she was contacted about a concern with a vehicle being parked on the green lot at the corner of 3rd Street and Columbus. City Manager Geertz communicated to have the West Liberty Police Department contacted in this situation. McFerren communicated that she received an email from Mr. Anderson inquiring about reclaiming his full property at 715 N Calhoun Street. McFerren also had correspondence from someone outside of City limits but within the school district in opposition of the SRO position in the West Liberty Community School District. Councilmember Dana Dominguez communicated that having a SRO is important.

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA

November 5th, 2024

Dominguez communicated that it would allow a bond to happen between the youth and the Police Department due to the community policing style in West Liberty. Councilmember Tim Parizek communicated that having a SRO would instill faith and trust with the Police Department and allow a SRO to be in the schools to protect the youth. City Manger Geertz communicated that she received a certified letter from Paul Reed, inquiries about the new garbage ordinance, and inquiries about moving the timeframe for open burning. City Manager Geertz communicated that the updated garbage ordinance did not affect rates, it corrected the ordinance for multi-dwelling units. City Council will discuss open burning during the November 19th, 2024, Council Meeting.

Resolution 20241105-190: A Resolution Accepting Recommendation for Heather Woody to do a Strategic Planning Session with City Employees was approved by roll call vote. Shiltz/Martinez McFerren-Y, Parizek-Y, Shiltz-Y, Martinez-Y, Dominguez-Y (5-0)

Resolution 20241105-191: A Resolution to Accept Change Order No. 5 from all American Concrete for the Rainbow/Maxson Street Improvement Project in the City of West Liberty, IA 52776 was approved by roll call vote. McFerren/Shiltz Shiltz-Y, McFerren-Y, Parizek-Y, Martinez-Y, Dominguez-Y (5-0) | City Engineer Leo Foley communicated that this change order is for heated concrete replacement at the carwash owned by Mr. Marshall on Columbus St. Foley communicated there was no good location for the sidewalk and they had to remove the concrete from the exit drive of the carwash that was heated and this change order would cover the cost to replace the heated concrete. This replacement is a necessity due to the safety of traffic exiting the carwash and entering onto Columbus St. |

Resolution 20241105-192: A Resolution to Accept Change Order No. 6 from All American Concrete for the Rainbow/Maxson Street Improvement Project for the Placement of a New Fire Hydrant in the City of West Liberty, IA 52776 was approved by roll call vote. McFerren/Shiltz Parizek-Y, Shiltz-Y, McFerren-Y, Martinez-Y, Dominguez-Y (5-0)

Resolution 20241105-193: A Resolution to Approve Pay Estimate No. 14 from All American Concrete for the Rainbow/Maxson Street Improvement Project in the City of West Liberty, IA 52776 was approved by roll call vote. McFerren/Martinez Shiltz-Y, Parizek-Y, McFerren-Y, Martinez-Y, Dominguez-Y (5-0)

City Council set the date for a Public Hearing on November 19th, 2024, at 7:30 p.m. for an update to the Code of Ordinances by adding a new section: Dumping in Privately Owned Dumpsters by consensus.

City Council set the date for a Public Hearing on November 19th, 2024, at 7:30 p.m. for an update to the Code of Ordinances by adding a new section: Amending Provisions pertaining to Council Meetings by consensus.

City Council set the date for a Council Work Session on November 19th, 2024, at 6:00 p.m. for a tour of the Powerhouse by consensus.

City Council entered closed session pursuant to Iowa Code Chapter 21.5 1 (i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session by roll call vote. Martinez/Shiltz Parizek-Y, Dominguez-Y, McFerren-Y, Shiltz-Y, Martinez-Y (5-0)

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

There was a motion to adjourn at 9:52 p.m. McFerren/Martinez (5-0)

Mayor, Mark Smith

ATTEST:

City Clerk, Shari Hoffert