

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA

April 15th, 2025

There was a City Council work session to hold presentations from engineering firms in response to the City of West Liberty request for qualifications sent out in March of 2025. Mayor Mark Smith called the work session to order at 5:30 p.m. Councilmembers in attendance: Councilmember Dana Dominguez, Councilmember Josh Shiltz, and Councilmember Tim Parizek. Mayor Pro Tem Cara McFerren arrived at 5:34 p.m. for the work session. Councilmember Omar Martinez was absent from the work session. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Public Works Director Adam Reinhardt, Wastewater Superintendent Craig Juergens, and Communications Specialist Brittany Woodson. Library Director Allie Paarsmith arrived at 6:13 p.m. There were presentations given by two engineering firms, JEO Consulting Group and ISG. No decisions were made during the work session. The work session ended at 6:25 p.m. The engineering firm presentations can be viewed at www.cityofwestlibertyia.org.

Mayor Mark Smith called the Regular Council meeting to order at 6:30 p.m. Councilmembers in attendance: Mayor Pro Tem Cara McFerren, Councilmember Josh Shiltz, Councilmember Tim Parizek, and Councilmember Dana Dominguez. Councilmember Omar Martinez arrived at the meeting following roll call and was present for all the voting on the agenda during the meeting. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Public Works Director Adam Reinhardt, Communications Specialist Brittany Woodson, 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. McFerren/Shiltz (5-0)

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

Mayor Mark Smith recognized City Staff for National Animal Control Appreciation Week, National Electric Lineman Day, and National Administration Day. Mayor Smith extended his appreciation to the employees within these Departments for their work and service to the West Liberty Community.

Reports: City Engineer Leo Foley communicated Wastewater Superintendent Craig Juergens reached out to discuss rolling the first phase out early for the Wastewater Improvement Project. Foley communicated there will be a meeting later this week to discuss this with the electrical engineers. Foley communicated Well #2's acidization is done and the new pump will be going in on Wednesday, April 16th, 2025, and all of those involved believe the acidization went well. Foley communicated that the 4th Street Watermain and Valve Project is ready to go and now Veenstra & Kimm is currently waiting for the developer. City Manager Geertz communicated that the rate study presentation would come before the Council at the May 6th, 2025, meeting. Following City Engineer Foley's report, Foley, along with Kristi Robinson, presented Veenstra & Kimm (A Kleinfelder Company) in response to the City of West Liberty's request for qualifications for engineering services. This completed the presentations from the 3 selected engineering firms: JEO Consulting Group, ISG, and Veenstra & Kimm- A Kleinfelder Company. Councilmember Tim Parizek spoke on behalf of the Fire Agency Board meeting. Parizek communicated they are still working on the bylaws to get the wording correct and then they will be reviewed by an attorney. The next Fire Agency Board meeting has not yet been set.

Vendor Voucher Claims List #1 in the amount of \$696,300.95 was approved. Dominguez/Shiltz (5-0)

Vendor Voucher Claims List #2 in the amount of \$550.00 was approved. Dominguez/Martinez (4-0-1 abstention McFerren)

During the Public Comment Section: There were no public comments from the Community. Mayor Mark Smith communicated that there was a meeting with Deepak Giri involving the Mayor, City Manager Lee Geertz, and Police Chief Josh Houser. Deepak Giri received a warning for burning during a county wide burn ban and there was conversation between Deepak Giri and Community Liaison/Nuisance Office Eddie Ortiz. Mayor Smith communicated that Deepak Giri apologized during the meeting and would be issuing an apology to Community Liaison/Nuisance Officer Eddie Ortiz. Councilmember Josh Shiltz communicated that he was contacted about leaf pick up in the spring. City Manager Geertz communicated that spring is a busy time for the Department and there are not enough staff to complete this. Public Works Director Adam Reinhardt communicated that most of the time the leaves are not out prior to the end of the season, but during the spring there are bags for brush pick up and the leaves that are remaining can go into those bags. The bags can be purchased at City Hall located at 409 N Calhoun St. West Liberty, IA, 52776. Councilmember Shiltz questioned if there is a fee for police reports. Police Chief Josh Houser communicated there is a fee, but most of the time it is insurance companies that are requesting the reports. Community Members wanting copies of police reports involving themselves can purchase a copy of the report as well for the same fee. City Manager Lee Geertz communicated she spoke with Linda Brade about parking at Dutton Sports Complex. There is a lack of ADA compliant areas, and she was inquiring about the next steps for this. City Manager Geertz communicated that with the tax reform there are tough decisions that must be made and that she will circle back around to staff to have this discussion. City Manager Geertz communicated that she had a conversation with Jeanette Christofferson where Ms. Christofferson expressed an interest in Purple Heart Communities that she experienced through her travels. City Manager Geertz communicated that she was going to look into this for the City of West Liberty and work with the American Legion to bring West Liberty into the Purple Heart Trail.

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Resolution 20250415-238: A Resolution to Approve and Accept the Bid from Triple B Construction for the Evans Avenue Gravity Sanitary Sewer Extension Project in the City of West Liberty, IA, 52776 was approved by roll call vote. McFerren/Parizek Martinez-Y, Shiltz-Y, Dominguez-Y, McFerren-Y, Parizek-Y (5-0)

Resolution 20250415-239: A Resolution Amending and Approving the Fee Appendix Schedule of Fees and Charges in the City of West Liberty, Iowa Code for Water, Parks and Recreation, Police, and Library Departments was approved by roll call vote. Shiltz/Dominguez Parizek-Y, McFerren-Y, Shiltz-Y, Dominguez-Y, Martinez-Y (5-0)

Resolution 20250415-240: A Resolution to Approve Reimbursement to Wertzbaugher Services, West Liberty Economic Development Matching Fund Grant in the City of West Liberty, Iowa, 52776 was approved by roll call vote. McFerren/Shiltz McFerren-Y, Martinez-Y, Shiltz-Y, Dominguez-Y, Parizek-Y (5-0)

There was a Building and Grounds Committee meeting set for Saturday, April 26th, 2025, at 10:00 a.m. by consensus of Committee Members Martinez and McFerren.

City Council set the date for the Public Hearing for the Budget for FY 25-26 on April 22nd, 2025, at 6:30 p.m. at the West Liberty Public Library to coincide with the Public Notice in the West Liberty Index on 4/10/2025.

Mayor Mark Smith gave a preview of the May 6th, 2025, agenda items to include but not limited to: the rate presentation, the awarding of the City Engineer, the IMWCA Safety Recognition for the City of West Liberty, the City Council Code of Conduct Rules and Procedures, delivery of the evaluation forms due back by May 31st, and possibly the discussion of terms for the Fire Agency Board so they are staggered.

There was a motion to adjourn at 7:35 p.m. Dominguez/Martinez (5-0)

Mayor, Mark Smith

ATTEST:

City Clerk, Shari Hoffert