North Liberty
IOWA

MINUTES

City Council
February 28, 2023
Regular Session

Call to order

Mayor Pro Tem Brian Wayson called the February 28, 2023, Regular Session of the North Liberty City Council to order at 6:30 p.m. in the Council Chambers, 1 Quail Creek Circle. Councilors present: Ashley Bermel, RaQuishia Harrington, Erek Sittig, Brent Smith and Brian Wayson; absent: Mayor Chris Hoffman.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Kevin Trom, Charlie Cowell, Paula Mitchell, and other interested parties.

Approval of the Agenda

Bermel moved; Harrington seconded to approve the agenda as amended with the striking of "second (and final)" from item number 18. The vote was all ayes. Agenda approved.

Consent Agenda

Heiar provided information on the Police Department Project. Smith moved, Sittig seconded to approve the Consent Agenda including the City Council Minutes, Regular Session, February 14, 2023; Police Department Project, Pay Application Number 18, Tricon General Construction, $64,944.46; Police Department Project, Pay Application Number 19 (Retainage), Tricon General Construction, $245,868.75; Project Approval and Acceptance of the Police Department Project; Ranshaw Way Phase 5 Project, Change Order Number 14, Peterson Contractors, Inc., $4,341.55; and Ranshaw Way Phase 5 Project, Pay Application Number 25, Peterson Contractors, Inc., $11,113.00. The vote was all ayes. Consent Agenda approved.

Public Comment

No public comments were offered.

City Engineer Report

City Engineer Trom reported that the steel has arrived for the City Hall project. The contractor is continuing with the steel erection. The contractor is planning on site work starting in March. The Ranshaw Way paved shoulder project final plans have been completed. The final staff review was Monday. The project will be awarded at the first meeting in April with substantial completion at the end of June. The Penn Meadows Park North Parking Lot Project design kick off meeting was held with staff. The project has a tight schedule so that contractors can begin work right after July 4.

City Administrator Report

City Administrator Heiar reported on the FY 24 budget process. Information will be brought to Council at the March 28 meeting. The adoption deadline is now April 30. Heiar provided an update on current legislation in the State Legislature. He encouraged councilors to pay attention to what

is going on at the state level. Staff will continue to update council as information comes available. Council discussed the report with Heiar.

Mayor Report

Councilor Harrington proclaimed International Women's Day and Women's History Month. Barbara Eckstein, President of the Johnson County United Nations of America, was present and offered additional information on the proclamation.

Council Reports

Councilor Smith reported that the Sip and Stroll is Thursday, March 2 from 6 – 8 p.m. Councilor Wayson attended the Heartlanders game on North Liberty night.

Comprehensive Plan

Ryan Rusnak and Charlie Cowell from RDG Planning and Design presented the comprehensive plan. Rusnak reported that the Planning Commission recommended approval with no conditions. Sittig moved, Harrington seconded to approve Resolution Number 2023-19, A Resolution adopting the 2022 North Liberty Comprehensive Plan – Connected to Tomorrow. After discussion, the vote was: ayes – Sittig, Bermel, Smith, Wayson, Harrington; nays – none. Motion carried.

Housing Rehabilitation Grant

Mayor Pro Tem Wayson opened the public hearing regarding Status of Funded Activities for the City's owner-occupied housing rehabilitation grant at 7:08 p.m. Paula Mitchell from ECICOG reported the purpose of this hearing is to consider the status of funded activities for the Housing Rehabilitation Program for North Liberty, Iowa, as assisted by the Community Development Block Grant (CDBG) Program (Contract #21-HSG-014)
As required for this hearing, it is noted that:

a. For a general description of accomplishments to-date, **a CDBG Housing contract in the amount of $207,495 was awarded to the City of North Liberty from the Iowa Economic Development Authority with a release of funds issued on February 7, 2022.**
b. For a summary of expenditures to-date, **through January 31, 2023, a total of $119,722.70 has been invoiced; $95,500.00 for construction, and $24,222.70 for grant administration and technical services. Construction items included but were not limited to the replacement of roofs, gutters, siding, windows, doors, and steps, as well as lead hazard reduction items.**
c. For a general description of remaining work, **4 properties have been rehabilitated to date, and 1 property has a contractor identified and a pre-construction conference is being scheduled. A completion date is anticipated for June 30, 2023.**
d. For a general description of changes made to the project budget, performance targets, activity schedules, project scope, location, objectives, or beneficiaries, **No changes or amendments have been made at this time.**

No additional oral or written comments were received. The public hearing was closed at 7:10 p.m.

The Preserve Part Two B

Harrington moved, Smith seconded to approve Resolution Number 2023-20, A Resolution approving the Water Service Easement Agreement for The Preserve – Part Two B, North Liberty, Iowa. After discussion, the vote was: ayes - Harrington, Smith, Sittig, Bermel, Wayson; nays -none. Motion carried.

Assessment Resolution

Sittig moved, Harrington seconded to approve Resolution Number 2023-21, A Resolution assessing delinquent amounts owed to the City of North Liberty, Iowa to individual property taxes. After discussion, the vote was: ayes – Wayson, Harrington, Smith, Sittig, Bermel; nays – none. Motion carried.

Service Truck Disposal

Smith moved, Sittig seconded to approve Resolution Number 2023-22, A Resolution approving the Vehicle Purchase Agreement between the City of North Liberty and Bowker Pinnacle Mechanical LLC. After discussion, the vote was: ayes – Smith, Harrington, Bermel, Sittig, Wayson; nays – none. Motion carried.

Animal Ordinance Amendment

Mayor Pro Tem Wayson opened the public hearing regarding proposed amendments to the Animal Ordinance at 7:13 p.m. No oral or written comments were received. The public hearing was closed at 7:14 p.m.

Bermel moved, Harrington seconded to approve the first consideration of Ordinance Number 2023-04, An Ordinance amending Chapters 55, 56, and 57 of the Code of Ordinances of the City of North Liberty, Iowa, concerning procedures for impoundment and redemption of impounded animals, compliance requirements for dangerous dogs, and licensure of service animals. After discussion, the vote was: ayes – Bermel, Harrington, Wayson, Sittig, Smith; nays – none. Motion carried.

Physician's Building Group Zoning Map Amendment

Harrington moved, Sittig seconded to approve the third consideration and adoption of Ordinance Number 2023-01, An Ordinance amending the Zoning Map District Designation for certain property located in North Liberty, Iowa from O/RP Office and Research Park District to C-3 Higher Intensity Commercial District. The vote was: ayes – Bermel, Smith, Wayson, Harrington, Sittig; nays – none. Motion carried.

Zoning Ordinance Amendment

Sittig moved, Bermel seconded to approve the third consideration and adoption of Ordinance Number 2023-02, An Ordinance amending Chapter 180: Subdivision Ordinance, Chapter 165: Zoning Code – Administration, and Chapter 173: Zoning Code – Sign Regulations, of the Municipal Code of the City of North Liberty, Iowa. The vote was: ayes – Smith, Sittig, Harrington, Wayson, Bermel; nays – none. Motion carried.

Zoning Ordinance - Moratorium

Sittig moved, Harrington seconded to waive the requirement for consideration at three meetings prior to final action. After discussion, the vote was: ayes – Bermel, Sittig, Wayson, Harrington, Smith; nays – none. Motion carried.

Sittig moved, Smith seconded to approve the consideration of Ordinance Number 2023-03, An Ordinance amending Chapter 165 of the City Code (Zoning Code – Administrative) by narrowing certain compliance requirements within the existing site plan application and review moratorium. The vote was: ayes – Bermel, Smith, Wayson, Harrington, Sittig; nays – none. Motion carried.

Old Business

Councilor Smith spoke regarding the hiring under SAFER grant and the new employees being trained in the new positions.

New Business

Councilor Wayson spoke regarding the Sip and Stroll and Pizza with Politicians are both on Thursday.

Adjournment

Harrington moved; Smith seconded to adjourn at 7:23 p.m. The vote was all ayes. Meeting adjourned.

CITY OF NORTH LIBERTY

By: _____
Brian Wayson, Mayor Pro Tem

Attest: _____
Tracey Mulcahey, City Clerk