**North Liberty Town Council Minutes – April 20, 2020**

The regular meeting of the North Liberty Town Council was held at the North Liberty Community Building. The Pledge of Allegiance was recited and Ben Webb gave the Invocation. President Randy Lemert called the meeting to order at 7:00 P.M.

Council Members Will Groves, Jr., Tom England, and Gerry Brown via Zoom Conference Video, Town Attorney Marcel Lebbin, Town Marshal Matt Wilber, Utilities Manager Skip Davidson, and Vicki Kitchen Clerk-Treasurer were in attendance socially distanced. There was one citizen present. There was no representation from the press.

Will Groves, Jr. made a motion to approve the consent agenda including the April 6, 2020 Minutes and the vouchers as presented. Tom England seconded the motion. All voted to approve.

Town Marshal Matt Wilber stated that prior policies were established by ordinance, he requested the North Liberty Police Department Duty Manual that was adopted on November 4, 2019 be rescinded. Tom England made the motion to rescind North Liberty Police Department Duty Manual by the North Liberty Town Council approved on November 4, 2019. Will Groves, Jr. seconded the motion. All voted to approve.

Jim Andrews informed the Town Council of the dirt bike track and noise at 502 S. State Street. Town Attorney Marcel Lebbin informed him that if it is on their own property, the only violation may be the noise ordinance.

The mowing quotes were distributed in the council packets. Skip Davidson also provided a time study on the mowing of the Town properties. Tom England made a motion to approve the purchase of the trailer from Techworks Inc. for $2,110.00 and keep the mowing in house. Ben Webb seconded the motion. All voted to approve.

Skip Davidson gave an update on the fill station which included the dry well installed, forming up for the concrete pad, and training.

The Itron contract was discussed. Itron will not change their contract for one customer. If we change software handheld meter readers the meters will need to be changed.

DLZ has sent a letter to IDEM recommendations for the NPDES Permit renewal.

Vicki Kitchen presented the Keystone Asset and Inventory Program for discussion. The changes on reporting to the State Board of Accounts including depreciation for annual reporting is why the clerk-treasurer would like to purchase this module to interact with the other Keystone programs. Discussion followed. Tom England made the motion to approve the Keystone Asset and Inventory Program for $3,800.00. Ben Webb seconded the motion. All voted to approve.

DLZ supplemental amendment for DES1592435 Stellar Trail was emailed to the Town Council and Town Attorney Marcel Lebbin in the council packet. Will Groves, Jr. made a motion to approve the DLZ supplemental contract for Stellar Trail. Gerry Brown seconded the motion. All voted to approve.

Liberty Motors property at 409 S. State Street has been sent to two appraisers. The delay from one of the appraisers is comparable properties. Since the Town put up the for sale signs there has been six inquiries.

Problem properties were discussed: 811 S. State Street, 900 S. State Street, 135 N. Main Street, 111 N. Jefferson Street, 108 W. Harrison Street, 950 Industrial Parkway. Skip Davidson will take additional pictures. Town Marshal Matt Wilber will serve the property owner at 111 N. Jefferson Street regarding his fence in the ROW.

Town Attorney Marcel Lebbin stated that the Town’s Zoning Ordinance is lacking in defined zoning fines and there is no definition of Right of Way in the Ordinance. Vicki Kitchen will check with other communities regarding their zoning violation fees.

With no further business before the North Liberty Town Council, Tom England made a motion to adjourn at 8:00 P.M. Ben Webb seconded the motion. The vote was unanimous.

Signed:

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Attest:

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Vicki L. Kitchen, Clerk-Treasurer