**North Liberty Town Council Minutes – February 4, 2019**

The regular meeting of the North Liberty Town Council was held at the North Liberty Community Building. Randy Lemert, Vice President led the Pledge of Allegiance and Will Groves, Jr. gave the Invocation. The meeting was called to order at 7:00 P.M.

Gerry Brown, President, and Matt Peterson (7:33 P.M.), Council Members, Town Attorney Marcel Lebbin, Town Marshal Jim Andrews, Utilities Manager Skip Davidson, and Vicki Kitchen Clerk-Treasurer were in attendance. Tom England was not in attendance. There were two citizens present and no representation from the press in attendance.

Gerry Brown made a motion to approve the consent agenda including the January 21, 2019 and emergency meeting January 25, 2019 minutes and the vouchers as presented. Will Groves, Jr. seconded the motion. All voted to approve.

Town Marshal Jim Andrews and Kinetics IT (MicroIntegration) was discussed. The Town is willing to change companies. Will Groves, Jr. will get proposals and recommendations.

Utilities Manager Skip Davidson will work with Abonmarche or DLZ regarding the utility survey and road. DLZ is preparing a quote for the work. Other items discussed were REACH Alert, snow complaints, fill station software, and fitness trail equipment placement. The utility department 2019 goals include the purchase of a Grasshopper and Tamarack Knolls lift station with the Town purchasing the parts and time contractor.

The contract with Kaser Realty expires on February 8, 2019. The Town can extend the contract or list on a state website that Jeff Rea, St. Joseph County Chamber administers for our county. Discussion followed. The North Liberty Town Council concurred to let the contract lapse, list on the state website, and the Town can re-evaluate later.

February 21, 2019 Tom England, Randy Lemert, and Vicki Kitchen are going to meet with Kelly Werner of Werner Consulting on behalf of Justus regarding development of the lots in Shamrock Estates. Mitch Walters of Justus Properties arranged the meeting but is unable to attend.

Gerry Brown commended Town Marshal Jim Andrews and Utilities Manager Skip Davidson during the extreme winter weather.

2019 Goals were discussed.

1. Fill Station
2. Stellar Trail
3. Mower
4. Complete Park – Spray Pad
5. Park Restroom
6. Downtown Parking
7. Salary Pay Scale Matrix
8. Improve Communication between departments and organizations
9. Marketing Business and Opportunities
10. Follow through
11. Don’t table anything
12. Proactive time commitments on projects

Five Year Goals

* Plant trees
* Senior Housing – buildable lots Shamrock Drive
* Continue sidewalk Program
* Parking Downtown
* New Dollar General
* Fitness Trail Extension
* Purchase Additional Land for Industrial and Commercial Development
* Part Time Economic Director
* Tax Increment Finance District
* MACOG Trail Development

The DLZ 2019-2021 On Call Contract was approved by Town Attorney Marcel Lebbin. Will Groves, Jr. made a motion to approve. Matt Peterson seconded the motion. All voted to approve.

Stellar Trail DES 1592436 report was provided to the Town Council. A copy is filed with the minutes.

Community Crossing Grants were filed by Skip Davidson and Vicki Kitchen totaling $753,041.65. The state would pay 75% and the Town would pay 25%.

The February 18, 2019 work session was discussed. The town council cancelled the meeting. Town Attorney Marcel Lebbin would be out of town and Attorney Hilary Johnson would have covered the meeting.

With no further business before the North Liberty Town Council, Matt Peterson made a motion to adjourn at 7:58 P.M. Will Groves, Jr. seconded the motion. The vote was unanimous.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:

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Vicki L. Kitchen, Clerk-Treasurer