Special Council Meeting May 27, 2021

Present for this special meeting of the Village of West Liberty Council was: Mayor McKelvey, Ms. Kauffman, Ms. Yoder, Mr. Hyland, Mrs. Griffith, Mr. Keller, and Clerk Boyd. Absent: None. Guest: Gary Hastings.

Mayor McKelvey explained the new position to help Clerk. She would like to increase Missy Hughes hours to 8-1 so the office can be open during lunch and help clerk more on M T Th and Fr. She would also like to hire Sherry Barger back for 16-20 hr. per month to take over the sign, newsletter and anything Clerk may need.

A MOTION was made by Mr. Hyland seconded by Mr. Keller to approve extra hours for Asst Clerk and hire Sherry Barger for 16-20 hrs. per week. Motion Carried. Yeas: 5 Nays: 0

Mayor McKelvey discussed the Ordinance for Public Records Request. She said all council members needs government emails and clerk will ask Berry Digital and get this started.

If notes are taken from council members they are not public records. Personal notes are not public records. So the public Community Meetings are not public Records.

If someone asks about public records they need to pay up front before copies are made. No free copies will be made.

The approved meeting is a public meeting.

A MOTION was made by Mr. Keller seconded by Mrs. Griffith to have someone to create and audio script of the recordings. Motion Carried. Clerk will get a cost.

Clerk has a form for Public Records request for anyone asking for records and must be in writing.

Applications will be taken for Code Enforcement June 1-July 1st. They will have interviews the week of July 19th. LUC can advertise for this position too.

A MOTION was made by Ms. Yoder seconded by Mr. Hyland to adjourns at 5:22 PM. Motion Carried.

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Clerk Cind M. Boyd Mayor Jill McKelvey