

CITY COUNCIL MEETING MINUTES
Webster City, Iowa May 15, 2017

The City Council met in regular session at the City Hall, Webster City, Iowa at 4:30 p.m. on May 15, 2017, upon call of the Mayor and the advance agenda. The meeting was called to order by Mayor John Hawkins and roll being called there were present John Hawkins, Mayor in the chair, and the following Council Members: Brian Miller, Jim Talbot and Logan Welch. Council Member Matt McKinney was absent.

It was moved by Welch and seconded by Talbot to approve the agenda.

ROLL CALL: Hawkins, Miller, Talbot and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

It was moved by Talbot and seconded by Miller that Council meet in Closed Session for the following reason:

To evaluate the professional competency of an individual whose appointment, hiring performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session as provided by Chapter 21.5 i of the Code of Iowa. (interviews for positions on boards and commissions)

ROLL CALL: Miller, Talbot, Welch and Hawkins voting aye.

The Council went into Closed Session at 4:33 p.m.

After a five minute recess, Council returned to Open Session and resumed with the meeting Agenda at 5:30 p.m. Council Member McKinney arrived prior to returning to Open Session.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

The following Proclamations were given by Mayor Hawkins:

- a. A Proclamation for setting May 26, 2017 as Poppy Day in Webster City, Iowa. Members of the American Legion Auxiliary were present for the Proclamation.
- b. A Proclamation that the month of June, 2017 be Webster City Beautification Month with Clean-up Drop-Off Event scheduled for June 9, noon to 4 p.m. and June 10, 8 a.m. to 2 p.m. at the Middle School Parking Lot.
- c. A Proclamation that May 14-20 be recognized as National Police Week and that May 15, 2017 be recognized as National Peace Officers Memorial Day.

Following this Proclamation, Mayor Hawkins introduced officers Eric McKinley and Adam Petersen and recognized them on their promotion to Police Sergeant. Police Chief Shiloh Mork gave a brief summary on their time with the Police Department.

Mayor Hawkins acknowledged the 100th Birthday of Webster City resident, Norman Gordon.

MINUTES AND CLAIMS

It was moved by Welch and seconded by Talbot that the following motion and Resolutions be approved and adopted collectively.

1. That the Meeting Minutes of May 1 and May 9, 2017 be approved.

City Council Meeting Minutes, May 15, 2017

2. That Resolution No. 2017-066 approving Payroll for the period ending April 29, 2017 and paid on May 5, 2017 in the amount of \$141,963.75 be passed and adopted.

3. That Resolution No. 2017-067 approving bills paid in the amount of \$1,829,697.39 be passed and adopted and the Fund List be approved.

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

GENERAL AGENDA

1. It was moved by McKinney and seconded by Miller that a Request from American Legion Post 191 for a parade permit and to close streets for the parade route – from 700 block North alley, South on Des Moines to Ohio, West to Broadway to Graceland Cemetery on May 29, 2017 from 10:30 a.m. to 12:00 noon for the Memorial Day Parade be approved.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

2. It was moved by Miller and seconded by Talbot that a Request from Hamilton County Relay for Life to close Seneca Street from Bank Street to Water Street and the 400 block of Water Street on June 22, 2017 from 5:00 p.m. to 9:00 p.m. for the annual Relay for Life event at West Twin Parks be approved.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

3. It was moved by Miller and seconded by Welch that a Request from Kendall Young Library to close Water Street between Willson Avenue and Des Moines Street on July 12, 2017 from 5:00 p.m. to 8:00 p.m. for a Library event be approved.

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

4. It was moved by Welch and seconded by McKinney that the issuance of Beer and Liquor Licenses by the Iowa Department of Commerce be approved for the following:

- a. **Addition** of Class C Beer Permit to current Class E Liquor License
Hiway 20 Liquor & Tobacco - 1345 2nd Street

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

5. Matthew Johnson, Chairman of the Youth Advisory Commission and Anna Atchison, member of the Youth Advisory Commission were present to update Council on the Scavenger Hunt event they have planned to engage youth in the community this summer. The Hunt would consist of taking “selfies” while attending community events, at local businesses and recreation opportunities, as well as others. A checklist is provided and photos would be submitted to the Commission with a winner being drawn at the conclusion of the event.

The question of funding by the City was raised and City Manager Ortiz-Hernandez explained the procedures to request funding by a City Commission or Board. Consensus of Council was to donate their “salary” for this meeting towards the event they have currently planned and in regard to further funding by the City, the following motion was made:

It was moved by Welch and seconded by Miller that the necessary fund accounts be Established for the Youth Advisory Commission and Amendments to the Ordinance be brought back to Council for approval reflecting those changes

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

23. Monday, May 15, 2017 at 5:45 p.m., City Hall, Webster City, Iowa being the time and place for a Public Hearing on budget amendments for 2016-2017 budget, the same was held. No written objections were filed and no oral objections were presented.

a. It was moved by Welch and seconded by Miller that Resolution No. 2017-068 amending the current budget for the fiscal year ending June 30, 2017 be passed and adopted.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

Finance Director Dodie Wolfram was present to summarize the budget amendments.

City Council Meeting Minutes, May 15, 2017

6. It was moved by Welch and seconded by Talbot to authorize entering into an Agreement with T&D Handyman Services, 904 Second Street, Webster City, for nuisance mowing services within the corporate limits of Webster City.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

City Manager Ortiz-Hernandez stated two bids were submitted: T&D Handyman Services for \$25 per hour – min (no matter how many employees at site; and Jeff Humlicek for \$20 per hour plus \$15 for helper. He also stated in the future, this agreement may be extended or written for a longer term so the mowing can begin in a more timely manner each year.

7. City Manager Ortiz-Hernandez provided an update on the current Electrical Underground Plan. A map was provided to benefit Council to view the progress on installing underground electrical service. Several easements have been approved and will be ongoing throughout this project.

8. It was moved by McKinney and seconded by Miller to approve acceptance of 27 easements from property owners on Superior Street, East Curve Drive and in the North Oak Park Addition area in connection with the electrical upgrading project.

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

9. Council Members previously received an update from Engineering Tech/Project Coordinator Matt Alcazar on the current infrastructure projects. City Manager Ortiz-Hernandez gave a brief summary on a few, including the following: James Street Roadway Reconstruction Project (Old Hwy. 20), East Second Street Roadway Reconstruction Project, 2017 Water System Improvement Project, Brewer Creek Estates 5th and 6th Additions, Lyons Creek Pedestrian Bridge and Sidewalk Extensions Project, and the PCC Pavement Repair Project.

10. It was moved by Talbot and seconded by Miller that Resolution No. 2017-069 setting June 19, 2017 at 5:45 p.m., City Hall, Webster City, Iowa for a Public Hearing on proposed plans and specifications and proposed form of contract and estimate of cost for the 2017 PCC Pavement Repair Project be passed and adopted.

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

Public Works Director Ken Wetzler informed Council that the correct percentage of the security bond is 10%, rather than 5%.

11. It was moved by Welch and seconded by Talbot that the re-appointment of Diane Knudsen to the Airport Commission for the four year term June 1, 2017 to May 31, 2021 be approved.

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

12. It was moved by Welch and seconded by Miller that the appointment of Shelby Kroona to the City Planning and Zoning Commission for the unexpired term June 1, 2017 to May 31, 2018 be approved.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

13. It was moved by Miller and seconded by Welch that the re-appointment of Carolyn Cross to the City Planning and Zoning Commission for the four year term June 1, 2017 to May 31, 2021 be approved.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

14. It was moved by Miller and seconded by Welch that the re-appointment of Linda Conaway to the Hotel/Motel Tax Board (Business Community) for the four year term June 1, 2017 to May 31, 2021 be approved.

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

City Council Meeting Minutes, May 15, 2017

15. It was moved by Welch and seconded by Miller that the appointment of Kristen Williams to the Hotel/Motel Tax Board (Public at Large) for the four year term June 1, 2017 to May 31, 2021 be approved.

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

16. It was moved by Welch and seconded by Miller that the appointment of Bob Erickson to the Senior Citizens Advisory Board (Public) for the three year term June 1, 2017 to May 31, 2020 be approved.

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

17. It was moved by Welch and seconded by Miller that the appointment of Larry Flaws to the Senior Citizens Advisory Board (City Representative) for the three year term June 1, 2017 to May 31, 2020 be approved.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

18. It was moved by Miller and seconded by Welch that the appointment of Jose Burgos-Lozada to the Zoning Board of Adjustment for the five year term June 1, 2017 to May 31, 2022 be approved.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

19. It was moved by Miller and seconded by Welch that the Goal Session Report of 2017 (Goal Setting Session held March 9, 2017) be accepted and approved.

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

City Manager Ortiz-Hernandez informed Council that due to retirement, this was the last year that Jeff Schott will serve this role through the Institute of Public Affairs and the City will need to look at options to continue Goal Sessions in the future. He also mentioned that items from the Goal Session will be brought back to Council on a quarterly basis for evaluation.

20. It was moved by Welch and seconded by Miller that Resolution No. 2017-070 authorizing submittal of a grant application to the Federal Regional Surface Transportation Funds and commitment of matching funds for the 2018 Beach Street Improvement Project be passed and adopted.

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

21. A lengthy discussion was held on Electric Rate options. The City has seen an increase in the power cost passed on to the City through their supplier and have been absorbing this increase since November 2016. Finance Director Dodie Wolfgram and City Manager Ortiz-Hernandez put together several different rate scenarios including addressing base rate and KWH rate, addressing only KWH rate, or using tiered KWH rates and gave examples of all. After much discussion, the following motion was presented:

It was moved by Welch and seconded by Talbot to place further discussion of Electric Rates on the June 5, 2017 City Council Regular Agenda.

ROLL CALL: Talbot, Welch, Hawkins, McKinney and Miller voting aye.

22. It was moved by Welch and seconded by Talbot that a request from Wilson Brewer Historic Park Committee on utilities for the Mulberry Church located in the park be approved.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.

Parks and Recreation Director Kent Harfst gave a summary of the request. Mayor Hawkins mentioned that this action could set a precedent for the other buildings located on the Wilson Brewer Depot grounds. Harfst suggested that after a year, a review could be done on the Mulberry Church to look at cost versus revenue.

**REPORTS AND RECOMMENDATIONS OF OFFICERS,
BOARDS AND COMMISSIONS:**

It was moved by McKinney and seconded by Welch that items 1-4 be approved collectively as follows:

1. That the April 2017 Financial Reports including the Finance-Treasurer Report, Bank Reconciliation Report, Investment Summary, FSB I CS-Savings 791, Public Fund Account, FSB Statement, Utility Cash Statement and Receipts be accepted and placed on file.
2. That the April 2017 City Manager Reports which include Electric, Wastewater, Water, Electric Year-to-Date and Water Year-to-Date be accepted and placed on file.
3. That the April 2017 Police Department Report be accepted and placed on file.
4. That the April 2017 Fire Department Report be accepted and placed on file.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.

COUNCIL COMMITTEE REPORTS

Council Member Talbot informed that on Monday, May 22, 2017 at 10 a.m. at the American Legion Post 191, Mayor Hawkins will be signing a Proclamation for Memorial Day.

Council Member Miller reminded those interested that the first Farmer's Market will be held on Saturday, May 20th beginning at 8:00 a.m. located in the parking lot at 1900 Superior Street.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth

At 7:17 p.m., it was moved by Miller and seconded by McKinney that the Council meet in Closed Session for the following reason:

Meet in Closed Session to discuss the purchase/sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property, as provided by Chapter 21.5 j. of the Code of Iowa

ROLL CALL: McKinney, Miller, Talbot, Welch and Hawkins voting aye.

The Council took a ten minute recess.

The Council went into Closed Session at 7:27 p.m.

The Council returned to Open Session at 8:12 pm.

It was moved by McKinney and seconded by Welch that Council adjourn.

ROLL CALL: Miller, Talbot, Welch, Hawkins and McKinney voting aye.

The May 15, 2017 City Council Meeting stood adjourned at 8:13 p.m.