

CITY COUNCIL MEETING MINUTES
Webster City, Iowa May 21, 2018

The City Council met in regular session at the City Hall, Webster City, Iowa at 4:30 p.m. on May 21, 2018 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: Matt McKinney, Brian Miller, Jim Talbot and Logan Welch.

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

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

It was moved by McKinney and seconded by Miller that the 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, commissions)

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

The Council went out of Open Session at 4:34 p.m.

The Council returned to Open Session at 5:30 p.m.

Council proceeded with the Regular Meeting Agenda.

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None presented

PUBLIC INFORMATION

Councilman Welch advised Amanda Nichols and students are sponsoring the movie "*Radio*" tonight at the Webster Theater

Mayor Hawkins advised of the following upcoming events:

JunqueFest this weekend – May 25 - 27, 2018 – volunteers are still needed.

Farmers Market will start on May 26, 2018

CleanUp/DropOff Event June 8- 12 Noon to 4 pm and June 9- 8 am to 2 pm at the Middle School Parking Lot – volunteers are needed

Councilman Talbot advised of the Avenue of Flags – Volunteers would be appreciated on May 24, 2018 at 10 a.m. to help put up Flags

Mayor Hawkins issued a Proclamation for May 25, 2018 as Poppy Day.

GENERAL AGENDA

1. May 21, 2018 at 5:35 p.m., City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposed plans and specifications and proposed form of contract and estimate of cost for the 2018 Superior/Fair Meadow Intersection Project, the same was held. No written objections were received and no oral objections were presented.

a. It was moved by Miller and seconded by Talbot that Resolution No. 2018-076 finally approving and confirming plans, specifications and form of contract and estimate of cost for the 2018 Superior/ Fair Meadow Intersection Project be passed and adopted.

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

b. It was moved by Welch and seconded by Miller that Resolution No. 2018-077 awarding contract for the 2018 Superior/Fair Meadow Intersection Project to Con-Struct, Inc., Ames, Iowa in the amount of \$507,346.00 be passed and adopted.

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

2. May 21, 2018 at 5:40 p.m., City Hall, Webster City, Iowa being the time and place for a Public Hearing on the status of funded activities for the Webster City Housing Rehabilitation Project, the same was held. No written objections were received and no oral objections were presented.

Shirley Helgevold, MIDAS Council of Governments, was present and outlined the following information on the Status of CDBG Funded Activities.

**STATUS OF CDBG FUNDED ACTIVITIES
May 21, 2018**

1. General description of accomplishments to date:

Six homes in the target area have been rehabilitated to date and one home is in the construction phase of the rehabilitation process.

2. Summary of expenditures to date:

So far, the City has expended a total of \$182,935.56, including:

- \$181,700.56 in CDBG funds
- \$0 in City funds
- \$1,235 in homeowner contributions

Of that to date the following has been spent:

- \$118,671.21 on rehabilitation construction
- \$11,302.57 on general administration
- \$28,042.99 on direct administration
- \$746.96 on lead hazard carrying cost
- \$22,133.00 on lead hazard reduction
- \$2,038.83 on temporary relocation

3. General description of remaining work:

Rehabilitation of the final house is underway and should be completed by June 30, 2018.

4. General description of changes made to the project budget, performance targets, activity schedules, project scope, location, objectives or beneficiaries:

The original project was to rehabilitate 10 owner-occupied homes in the targeted area to the Iowa Minimum Housing Standards. Due to estimates/bids coming in over the \$24,999 limit and homeowners withdrawing from the program only 7 homes will be completed.

The City received \$345,990 in Community Development Block Grant (CDBG) funds from the Iowa Economic Development Authority (IEDA). Originally the City committed \$27,000 for rehabilitation coming over the \$24,999 limit but due to rule changes none of this funding will be used. The CDBG contract has an expiration date of July 31, 2018.

The City has contracted with MIDAS Council of Governments to provide grant administration. The original contract was a do not exceed amount of \$18,000 of which \$11,302.57 has been paid to date.

The City has contracted with MIDAS Council of Governments to provide Technical Services. The original contract was for \$45,000 of which \$28,789.95 has been paid to date.

5. Person(s) authorized to receive and respond to citizens proposals, questions and complaints concerning the funded activities will be:

Karla Wetzler, Planning Director City of Webster City 400 Second St PO Box 217 Webster City, IA 50595 (515) 832-9151	OR	Shirley Helgevold MIDAS Council of Governments 602 1 st Avenue South Fort Dodge, IA 50501 (515) 576-7183 ext 212
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6. Person(s) available and able to provide technical assistance to groups representative of low- and moderate- income persons in preparing and presenting their proposals for the request and use of federal funds.

MIDAS Council of Governments
602 1st Avenue South
Fort Dodge, IA 50501
(515) 576-7183

a. It was moved by Talbot and seconded by McKinney that the Status of CDBG Funded Activities May 21, 2018 report be accepted and placed on file.

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

3. May 21, 2018 at 5:45 p.m., City Hall, Webster City, Iowa being the time and place for a Public Hearing on Budget Amendments for 2017-2018 budget, the same was held. No written objections were received and no oral objections were presented.

a. It was moved by Miller and seconded by McKinney that Resolution No. 2018-078 amending the current budget for the fiscal year ending June 30, 2018 be passed and adopted.

ROLL CALL: Hawkins, McKinney, Miller, Talbot and Welch voting aye.
Dodie Wolfgram, Finance Director spoke to the Council on the amendments.

MINUTES AND CLAIMS

It was moved by McKinney and seconded by Miller that the following motion and Resolutions be approved and adopted collectively:

1. That the meeting Minutes of May 7 and May 14, 2018, be approved.
2. That Resolution No. 2018-079 approving Payroll for the period ending May 12, 2018 and paid on May 18, 2018 in the amount of \$150,718.94 be passed and adopted.
3. That Resolution No. 2018-080 approving Bills paid in the amount of \$3,347,260.02 be passed and adopted and the Fund List be approved.

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

GENERAL AGENDA CONTINUED

4. It was moved by Miller and seconded by Talbot that Resolution No. 2018-081 on Code of Conduct for CDBG (Community Development Block Grant) Program be passed and adopted.

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

5. It was moved by Miller and seconded by Talbot that the Equal Opportunity Policy Statement for (CDBG) Community Development Block Grant Program be adopted.

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

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6. It was moved by Miller and seconded by McKinney that the recommendation for issuance of Beer and Liquor Licenses by the Iowa Department of Commerce for the following be approved collectively:

- a. Renewal of Class A Liquor License and Outdoor Service - American Legion Post #191, 726 Second Street
- b. Renewal of Class C Beer Permit, Class B Wine Permit and Sunday Sales - Kmart #9309, 2307 Superior Street
- c. Renewal of Class B Beer Permit, Class C Native Wine Permit and Sunday Sales - Leon's Pizza, 643 Second Street
- d. Renewal of Class E Liquor License, Class B Wine Permit, Class C Beer Permit and Sunday Sales - Yesway Store #10018, 1803 Superior Street
- e. Renewal of Class E Liquor License, Class B Wine Permit, Class C Beer Permit and Sunday Sales - Yesway Store #10021, 1102 Second Street

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

7. It was moved by Welch and seconded by Miller that Resolution No. 2018-082 establishing depositories for the City of Webster City and Financial Institutions, the Maximum amount, which may be kept on deposit in each depository and designating authorized officers be passed and adopted.

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

8. It was moved by Miller and seconded by McKinney that Resolution No. 2018-083 approving Planned Residential Units in accordance with Municipal Code Chapter 123. be passed and adopted.

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

9. It was moved by McKinney and seconded by Welch that Resolution No. 2018-084 authorizing the sale of Real Estate and approving execution of a Warranty Deed conveying City owned property in Brewer Creek Estates Sixth Addition, Webster City, to All Iowa Homes, Inc. be passed and adopted.

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

10. It was moved by Welch and seconded by Miller that Resolution No. 2018-085 authorizing the sale of Real Estate and approving execution of a Warranty Deed conveying City owned property in Brewer Creek Estates Fifth Addition, Webster City, to Shawn Tulp and Loan Kim Tulp be passed and adopted.

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

11. It was moved by Welch and seconded by Talbot that Resolution No. 2018-086 accepting payment for Capital Expenditures to Combined Electric Transmission System from Corn Belt Power Cooperative be passed and adopted.

ROLL CALL: Welch, Hawkins, McKinney, Miller and Talbot voting aye.
City Manager Daniel Ortiz-Hernandez explained the reimbursement payment.

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

It was moved by Welch and seconded by Talbot that the following items (1-4) be approved collectively:

1. That the April 2018 Financial Reports including the Finance-Treasurer Report, Bank Reconciliation Report, Investment Summary, FSB ICS-Savings, Public Fund Account, FSB Statement, Utility Cash Statement and Receipts be accepted and placed on file.
2. That the April 2018 City Manager Reports which include Electric, Wastewater, Water, Electric Year-to-Date, Water Year-to-Date and Code Enforcement be accepted and placed on file.
3. That the April 2018 Police Department Report be accepted and placed on file.
4. That the April 2018 Fire Department Report be accepted and placed on file.

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

COUNCIL COMMITTEE REPORTS

None brought forth

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

OTHER ITEMS SENT TO COUNCIL

1. City Clerk Karyl Bonjour advised she will be issuing a Permit for the Memorial Day Parade to be held on May 28, 2018.

It was moved by Miller and seconded by Talbot that Council adjourn.

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

The May 21, 2018 Regular City Council Meeting was adjourned at 6:07 p.m.