

CITY COUNCIL MEETING MINUTES
Webster City, Iowa November 20, 2017

The City Council met in regular session at the City Hall, Webster City, Iowa at 5:30 p.m. on November 20, 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: Matt McKinney, Brian Miller, Jim Talbot and Logan Welch.

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

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

It was mentioned that the Chamber is looking for a site in the downtown area to place the Christmas Tree and are also seeking volunteers on November 27th to help put the tree in place.

PUBLIC INFORMATION

Mayor Hawkins reminded of the following:

- Angel Tree is located at the theatre and angels can be picked up daily from 4-6 p.m.
- Donations for the Police Department B.L.U.E. event will be accepted until December 16th, 2017 at the Police Department.
- Senior Thanksgiving Dinner will be held at Fuller Hall on Wednesday at noon.
- The Turkey Trot will take place on Thursday starting at 9 a.m. at Fuller Hall.
- Small Business Saturday will take place in Webster City on Saturday, November 25th from 9 a.m. to 5 p.m.

Mayor Hawkins also thanked those who attended the Community Volunteer meeting held last week. The next meeting for volunteers is scheduled for December 14, 2017 at 7:00 p.m. at the Sampson Room at Fuller Hall. Anyone wishing to volunteer within the community is encouraged to attend.

MINUTES AND CLAIMS

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

1. That the Meeting Minutes of November 6, 2017 be approved.
2. That Resolution No. 2017-158 approving Payroll for the period ending November 11, 2017 and paid on November 16, 2017 in the amount of \$154,466.77 be passed and adopted.
3. That Resolution No. 2017-159 approving bills paid in the amount of \$962,494.95 be passed and adopted and the Fund List be approved.

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

GENERAL AGENDA

1. Discussion was held on the Residential Completion Agreement between the City of Webster City and Marty and Nathaniel Parkhill on 1503 First Street that was tabled from the November 6, 2017 regular City Council meeting. Discussion included the request for progress reports to Council throughout the next few months and if extension is granted that once the specified date has arrived, there would be no more extensions granted and City would proceed with filing Municipal Infractions where applicable at that time. Following discussion the following motion was considered and voted on:

It was moved by Welch and seconded by McKinney to extend the extension of the Residential Completion Agreement between the City of Webster City and Marty and Nathaniel Parkhill at 1503 First Street to May 1, 2018.

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

2. It was moved by Miller and seconded by Talbot that the Second Reading of a proposed Ordinance, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 1996, by modifying Section 63.13 to Chapter 63 Pertaining to Speed Regulations be approved.

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

It was moved by Welch and seconded by McKinney that the Third Reading of a proposed Ordinance, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 1996, by modifying Section 63.13 to Chapter 63 Pertaining to Speed Regulations be waived.

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

It was moved by Welch and seconded by Talbot that Ordinance No. 2017-1809, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 1996, by modifying Section 63.13 to Chapter 63 Pertaining to Speed Regulations be passed and adopted.

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

3. It was moved by Welch and seconded by McKinney that Resolution No. 2017-160 accepting and approving acquisition of property generally located at 1118 John Street in the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

4. It was moved by Welch and seconded by McKinney that Resolution No. 2017-161 accepting Quit Claim Deed on behalf of Naturalmente Health and Beauty Corp., an Arizona Corporation, conveying property in Wilson, Funk & Co's Addition, to the City of Webster City, Iowa, be passed and adopted.

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

5. It was moved by McKinney and seconded by Miller that Resolution No. 2017-162 transferring Cash from various Funds to other various Funds be passed and adopted.

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

Dodie Wolfgram, Finance Director, explained that these transfers are all budgeted.

6. It was moved by Miller and seconded by McKinney that Resolution No. 2017-163 approving the Official Annual Urban Renewal Report be passed and adopted.

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

Dodie Wolfgram, Finance Director, informed this is an annual report needing Council approval and due the first of December to the State each year. She also explained details on the next five agenda items regarding obligating funds for Tax Increment Financed Obligations for Fareway, WCF Financial Bank, 3DK Enterprises, Shopko and Webster City Custom Meats.

7. It was moved by Miller and seconded by Talbot that Resolution No. 2017-164 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (Fareway) be passed and adopted.

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

8. It was moved by Welch and seconded by Talbot that Resolution No. 2017-165 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (WCF Financial Bank City [Sewer]) be passed and adopted.

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

9. It was moved by McKinney and seconded by Miller that Resolution No. 2017-166 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (3DK Enterprises) 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. 2017-167 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (Shopko) be passed and adopted.

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

11. It was moved by Miller and seconded by McKinney that Resolution No. 2017-168 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (WC Custom Meats) be passed and adopted.

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

12. It was moved by Miller and seconded by Talbot that request from Fire Chief to purchase a Hurst battery powered combination spreader/cutter tool for the Fire Department, from Alex Air Apparatus, Alexandria, MN in the amount of \$12,950.00 be approved.

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

Chuck Stansfield, Fire Chief, was present and provided details on the selection of the spreader/cutter tool chosen by the Department to purchase.

13. It was moved by Miller and seconded by McKinney that Resolution No. 2017-169 authorizing the Mayor and City Clerk to amend the salary of the City Manager be passed and adopted.

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

The salary will be amended with a 2% increase with total Base Wage of \$107,120 effective October 31, 2017.

14. It was moved by Miller and seconded by McKinney authorizing the Mayor and City Clerk to execute documents in connection with a \$1,000,000 United States Department of Agriculture (USDA) Economic Development Loan and Grant Program to Mary Ann's Specialty Foods.

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

City Manager Ortiz-Hernandez provided details of the Loan and Grant Program stating this would be a pass through loan from USDA to Mary Ann's Specialty Foods, secured by an Irrevocable Letter of Credit.

15. Discussion was held in regard to changing the City Council meeting time beginning in January, 2018. Consensus of Council was to keep the current time of 5:30 p.m. and if needed, this could be re-evaluated at a later date.

REPORTS AND RECOMMENDATIONS OF OFFICERS, BOARDS AND COMMISSIONS:

It was moved by Welch and seconded by Talbot that the following items (1-5) be accepted and approved collectively:

1. That the November 13, 2017, Planning and Zoning Commission Minutes be accepted and placed on file.
2. That the October 2017 Financial Reports which include Finance-Treasurer Report, Bank Reconciliation Report, Investment Summary, FSB ICS-Savings 791, Public Fund Account and FSB Statement be accepted and placed on file.
3. That the October 2017 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.
4. That the October 2017 Police Department Report be accepted and placed on file.
5. That the October 2017 Fire Department Report be accepted and placed on file.

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

COUNCIL COMMITTEE REPORTS

Council Member Welch reported that the Youth Advisory Commission had met on Sunday evening, November 19, and welcomed new member Annastacia Iverson. He informed Council that the Commission is considering a "Frolfing" tournament (Frisbee Golf) in the upcoming Spring/Summer. They are also helping with activities for the Christmas in the City event on December 3rd. They hope to approach the Chamber earlier next year to get involved in more of the planning aspect of this event.

OTHER REPORTS AND RECOMMENDATIONS

Council members wished all a Happy Thanksgiving.

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

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

The November 20, 2017 regular City Council Meeting stood adjourned at 6:20 p.m.