

CITY COUNCIL MEETING MINUTES
Webster City, Iowa June 18, 2018

The City Council met in regular session at the City Hall, Webster City, Iowa at 5:30 p.m. on June 18, 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, Jim Talbot and Logan Welch. Council Member Brian Miller was absent.

It was moved by Talbot and seconded by Welch to approve the agenda
ROLL CALL: Hawkins, McKinney, Talbot and Welch voting aye

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

Connie Evans, 1620 Wauneta Court, commended the Council Members on another good Clean Up/Drop Off Event for the City and inquired on the status of the Welcome to Webster City sign on the West side of town.

PUBLIC INFORMATION

Evans also mentioned the St. Thomas Mobile Food Pantry that will be taking place tomorrow (Tuesday, June 19, 2018) from 4 to 6 p.m.

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 June 4, 2018 be approved.
2. That Resolution No. 2018-091 approving Payroll for the period ending June 9, 2018 and paid on June 15, 2018 in the amount of \$163,786.75 be passed and adopted.
3. That Resolution No. 2018-092 approving Bills paid in the amount of \$956,824.85 be passed and adopted and the Fund List be approved.

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

GENERAL AGENDA

1. Recreation and Public Grounds Director/Assistant City Manager Kent Harfst, along with Brian Lammers from Hamilton County Conservation Board and Emily Naylor of Shive/Hattery Consultants, provided Council with an update on long range planning on local trail system. They stressed the importance of having a trail plan in place before funding can be sought. They discussed with Council the benefits of pursuing the development of this plan and for their consideration of this item in the near future.

2. Kent and Melissa Bailey of OHP Marketing Services presented an update/report on the Hamilton County Marketing program, which is a combined effort of the City of Webster City, Hamilton County and Webster City Business & Industry Board. A website, *Hamilton County Iowa, Welcome Home*, has been developed to encompass the entire County including all nine communities. The cost of the maintenance of the website was explained as well as the Partnerships with other business entities that pay a fee which goes directly to marketing. The powerpoint presentation included data for visits to the website and a few video clips showcasing Hamilton County.

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3. It was moved by Welch and seconded by McKinney that the appointment of Council Member Jim Talbot to the Community and Family Resources North Central Iowa Opioid Task Force be approved.

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

Katie Talbot, representative of Community and Family Resources, was present to give a background on the Opioid Epidemic and the organization of the Task Force.

4. It was moved by McKinney and seconded by Welch that request from Chamber of Commerce for a Fireworks Permit for July 3, 2018 be approved.

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

City Council expressed thanks to Van Diest Supply for sponsoring the upcoming Fireworks event.

5. It was moved by Welch and seconded by Talbot that request from Hamilton County Fair Board for Fair Sponsorship in the amount of \$1,000 be approved.

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

6. It was moved by Welch and seconded by McKinney that request from Arts R Alive Committee to close Seneca Street from Bank Street to Dubuque Street from Friday July 27 to Friday, August 3 for street painting which is a part of the Sculpture Event which will be held in West Twin Park on August 1 and 2, 2018 be approved.

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

7. It was moved by Welch and seconded by McKinney that Resolution No. 2018-093 authorizing Cigarette/Tobacco/Nicotine/Vapor Permits for the 2018/2019 year be passed and adopted.

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

8. It was moved by Welch and seconded by McKinney that Resolution No. 2018-094 transferring cash to provide funding for certain projects and return balances to supporting funds and make the annual transfers for loan payments and TIF receipts, and clear out funds for completed projects be passed and adopted.

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

9. It was moved by Welch and seconded by Talbot that Resolution No. 2018-095 charging off from active Accounts Receivable delinquent final Utility Bills and Department Charges be passed and adopted.

ROLLCALL: Hawkins, McKinney, Talbot and Welch voting aye.

Finance Director Dodie Wolfgram was present to answer any questions of Council on the above agenda items (8 & 9).

10. It was moved by Welch and seconded by McKinney that a Contract with Mid Iowa Development Association (MIDAS) Council of Governments to provide technical assistance to administer a Community Development Block Grant Program be approved.

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

Lindsay Henderson, Community Vitality Director, explained the specifics of the contract.

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11. It was moved by Welch and seconded by McKinney that Resolution No. 2018-096 authorizing and approving execution of a Real Estate Contract between the City of Webster City, Iowa and Merlyn E. Tungesvik be passed and adopted.

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

Lindsay Henderson, Community Vitality Director, gave a power point presentation outlining the purchase contract and the plans to use CDBG Funds to improve the façade of the building being acquired.

Council Member Talbot had reservations about using taxpayer money to acquire property with unknown outcome in the future.

12. It was moved by Welch and seconded by Talbot that Resolution No. 2018-097 establishing a 28E Agreement for a Shared IT Director between Hamilton County and the City of Webster City be passed and adopted.

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

13. It was moved by Welch and seconded by McKinney that request from the Recreation and Public Grounds Director/Assistant City Manager to seek bids for a one-ton pickup for the Public Grounds Department be approved.

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

Request stated if bids come in under budget (\$31,370.00), Public Grounds Department is authorized to move forward with purchase of pickup.

14. It was moved by Welch and seconded by Talbot that Resolution No. 2018-098 accepting and approving the Minor Subdivision Plat of Walnut Ridge Addition in Hamilton County, Iowa be passed and adopted.

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

15. It was moved by Welch and seconded by Talbot that Resolution No. 2018-099 accepting Warranty Deed from Jack E. Gumm and Arris M Richardson conveying property in the SW ¼ of the SE ¼, Section 2, Township 88 North, Range 26 West of the 5th p.m. to the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

16. It was moved by Welch and seconded by McKinney that Resolution No. 2018-100 approving Change Order No. 3 to the Union Street Hot Mix Asphalt (HMA) Overlay Project with Fort Dodge Asphalt Company, Fort Dodge, Iowa be passed and adopted.

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

17. It was moved by McKinney and seconded by Welch that Resolution No. 2018-101 accepting work, authorizing payment of Final Estimate with the Final Retainage in the amount of \$9,583.69 in 30 days to Fort Dodge Asphalt Company, Fort Dodge, Iowa for the completion of the Union Street Hot Mix Asphalt (HMA) Overlay Project be passed and adopted.

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

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18. It was moved by Welch and seconded by Talbot that Resolution No. 2018-102 repealing Resolution No. 2016-064 and establishing Fees for Services beginning July 1, 2018 be passed and adopted.

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

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

It was moved by McKinney and seconded by Talbot that the following items (1-6) be approved collectively:

1. That the Planning and Zoning Commission minutes of June 11, 2018 be accepted and placed on file.
2. That the May 2018 Financial Reports including the Finance-Treasurer Report, Bank Reconciliation Report, Investment Summary, FSB I CS-Savings, Public Fund Account, FSB Statement, Utility Cash Statement and Receipts be accepted and placed on file.
3. That the May 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.
4. That the May 2018 Police Department Report be accepted and placed on file.
5. That the May 2018 Fire Department Report be accepted and placed on file.
6. That the Hamilton County Solid Waste Commission June Agenda Packet be accepted and placed on file.

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

COUNCIL COMMITTEE REPORTS

Council Member Welch informed the Council that the Youth Advisory Commission Frolfing (Frisbee Golf) Tournament held on Saturday, June 16, 2018 was well attended. Despite the extreme heat, there were approximately 30 participants.

Council Member Talbot complimented the Public Works Department for the progress on the Beach Street Project being completed in conjunction with Hamilton County.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

OTHER ITEMS SENT TO COUNCIL

1. Council was informed of the request and issuance of the Parade Permit for the Hamilton County Fair Parade to be held July 24, 2018 at 6:00 p.m.

Connie Evans, 1620 Wauneta Court, recommended additional placement of cones at certain intersections when blocking off for the Fair Parade.

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

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

The June 18, 2018 regular City Council Meeting stood adjourned at 7:21 p.m.