

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa January 21, 2019**

The City Council met in regular session following the Fair Housing Board Meeting at the City Hall, Webster City, Iowa at 5:34 p.m. on January 21, 2019 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 McKinney to approve the agenda.  
ROLL CALL: Hawkins, McKinney, Talbot and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance

**PETITIONS – COMMUNICATIONS – REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

None brought forth.

**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 January 7, 2019 be approved.
2. That Resolution No. 2019-010 approving Payroll for the period ending January 5, 2019 and paid on January 11, 2019 in the amount of \$158,388.82 be passed and adopted.
3. That Resolution No. 2019-011 approving Bills paid in the amount of \$880,857.37 be passed and adopted and the Fund List be approved.

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

**GENERAL AGENDA**

1. Justin Jacobsma of Williams & Company P.C., LeMars, Iowa presented on the 2017-2018 City of Webster City Audit. Items highlighted were the Unassigned Fund Balance in the General Fund, Utility Funds and general overview of Receipts, Expenditures, Balance Sheets and Financial Status of the City. Jacobsma thanked City Staff for their assistance throughout the audit process.

1. a. It was moved by Talbot and seconded by McKinney that the 2017-2018 City of Webster City Audit be accepted and placed on file.

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

2. It was moved by McKinney and seconded by Welch that Resolution No. 2019-012 setting February 18, 2019 at 5:35 p.m. at City Hall, Webster City, Iowa for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for construction of Ingraham Water Main Repair Project be passed and adopted.

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

3. It was moved by Welch and seconded by McKinney that Resolution No. 2019-013 setting February 18, 2019 at 5:35 p.m. at City Hall, Webster City, Iowa for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for construction of 2019 Street Improvement Project be passed and adopted.

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

4. It was moved by Talbot and seconded by Welch that request from Waste Water Plant Supervisor to proceed with emergency repairs on the Final Clarifier Gearbox at the Waste Water Plant be approved.

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

5. It was moved by Talbot and seconded by Welch that request from Engineering Tech/ Project Coordinator to seek bids for Street Line Striping Services be approved.

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

6. It was moved by McKinney and seconded by Welch that request from Engineering Tech/Project Coordinator to seek proposals for Sanitary and Storm Sewer Services be approved.

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

Council Member Brian Miller joined the meeting at 5:50 p.m.

7. It was moved by Welch and seconded by McKinney that Resolution No. 2019-014 accepting and approving acquisition of property generally located at 1021 Clark Street in the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

8. It was moved by Welch and seconded by Miller that request from Administrative Services Director to seek proposals for Executive Recruitment Services be approved.

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

9. It was moved by Welch and seconded by McKinney to approve Memorandum of Understanding on Volunteer Fire Assistance Program Cost Share Grant from Iowa Department of Natural Resources for purchase of various fire equipment.

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

10. It was moved by Miller and seconded by Welch that request for two Handicapped Parking Stalls at 715 and 719 Des Moines Street be approved.

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

This was presented to Council as a recommendation from the Traffic Committee.

11. It was moved by Miller and seconded by McKinney that retainer Agreement with inTANDEM Marketing for Website, Marketing, Social Media and related services be renewed.

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

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

It was moved by McKinney and seconded by Miller that the following minutes and reports (Agenda Items 1-5) be accepted and placed on file:

1. The Planning & Zoning Commission meeting minutes of January 14, 2019;
2. The December 2018 City Manager Reports including Electric, Wastewater, Water, Electric Year-to-Date, Water Year-to-Date and Code Enforcement;
3. The December 2018 Police Department Report;
4. The December 2018 Fire Department Report; and
5. The Hamilton County Solid Waste Commission January Agenda Packet.

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

**COUNCIL COMMITTEE REPORTS**

Council Member Welch advised that the Youth Advisory Commission had conducted some online polls regarding location of additional Frisbee Golf Course (Holes). The Commission met with the Park and Recreation Commission and provided results of the polls taken which indicated the additional Course (Holes) to be located at Brewer Creek Park along with the other course already there. Design and planning for the new layout will take place in the next few months by staff and commissions. The Youth Advisory Commission hopes to begin planning for the second annual “Frolfing” (Frisbee Golf) tournament at their future meetings.

**OTHER REPORTS AND RECOMMENDATIONS**

None brought forth

It was moved by Talbot and seconded by Welch that the Council meet in Closed Session for the purpose of holding a strategy meeting in connection with collective bargaining with the Fire Department Unit, as authorized by Chapters 20.17 and 21.5 of the Iowa Code.

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

The Council went out of Open Session at 6:00 p.m.

The Council took a short recess.

The Council went into Closed Session at 6:07 p.m.

The Council returned to Open Session at 6:27 p.m.

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

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

The January 21, 2019 regular City Council Meeting stood adjourned at 6:29 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk