

CITY COUNCIL MEETING MINUTES
Webster City, Iowa November 4, 2019

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on November 4, 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, Brian Miller, Jim Talbot and Logan Welch.

It was moved by Welch and seconded by Miller to approve the agenda with the removal of Item #11 under the General Agenda.

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

Mayor John Hawkins led the Pledge of Allegiance

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

Mayor Hawkins reminded citizens to get out and vote tomorrow
(November 5, 2019).

Mayor Hawkins gave a Proclamation on Veterans Appreciation Days to be observed November 4-11, 2019. Rich Stroner was present to represent The American Legion.

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 October 21, 2019 Regular Meeting Minutes be approved.
2. That Resolution No. 2019-179 approving Payroll for the period ending October 26, 2019, and paid on November 1, 2019 in the amount of \$167,178.69 be passed and adopted.
3. That Resolution No. 2019-180 approving Bills paid in the amount of \$505,787.82 be passed and adopted and the Fund List be approved.

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

GENERAL AGENDA

1. Mayor Hawkins acknowledged members of the Webster City High School Cross Country Team in attendance, for a letter received from the team requesting to “Plant a Tree” in remembrance of Kent Harfst. Mayor Hawkins shared the letter received.

2. It was moved by Talbot and seconded by Welch that Resolution No. 2019-181 establishing a Nuisance at 1403 Superior Street and ordering the abatement thereof within 30 days be passed and adopted.

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

Council authorized staff at that time (the end of 30 days) to evaluate improvements and grant any additional time to address other issues appropriately. Ron Hellman, one of the owners of the business was present to address Council.

3. It was moved by Welch and seconded by McKinney that Resolution No. 2019-182 authorizing Cigarette/Tobacco/Nicotine/Vapor Permit – AA Tobacco Outlet, 641 Second Street (*change of ownership*) be passed and adopted.

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

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

a. NEW Class C Beer Permit and Sunday Sales

AA Tobacco Outlet - 641 Second Street (*change of ownership*)

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

City Clerk Karyl Bonjour provided an explanation for the two agenda items above, noting these are needing approval due to change of ownership of the business.

5. It was moved by Miller and seconded by McKinney that Resolution No. 2019-183 setting December 16, 2019 at 6:05 p.m. at Council Chambers in City Hall, Webster City, Iowa for a Public Hearing on proposed Plans, Specifications, Form of Contract and Estimate of Cost for the 2019 Building Demolition Project be passed and adopted.

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

City Attorney Zach Chizek suggested adding the property at 940 Third Street to this project as the City was just awarded this property through court order this morning. However, if added, this property cannot be demolished until after December 4th, 2019. Council agreed that this property should be added to the Plans, Specifications, Form of Contract and Estimate of Cost for the 2019 Building Demolition Project.

6. It was moved by Talbot and seconded by Welch that request from Engineering Tech/Project Coordinator to seek bids for 2020 Line Clearance Tree Trimming and Removal Services Project be approved.

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

Ken Wetzler, Public Works Director, informed Council that this Project would include Tree Removal along Second Street from Prospect Street to Beach Street.

7. It was moved by Miller and seconded by McKinney that Resolution No. 2019-184 accepting and approving the Dedication of Public Streets and Utilities in Brewer Creek Estates 5th Addition in Webster City, Iowa be passed and adopted.

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

8. It was moved by Miller and seconded by Welch that Resolution No. 2019-185 accepting and approving the Dedication of Public Streets and Utilities in Brewer Creek Estates 6th Addition in Webster City, Iowa be passed and adopted.

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

9. It was moved by McKinney and seconded by Miller that Resolution No. 2019-186 a Resolution of Support and Commitment of Funds for DHQ Investments, LLC, Polk City, Iowa be passed and adopted.

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

10. It was moved by Welch and seconded by Miller that request from Street Department Supervisor to request bids for Tree Grinding Services at the Tree/Brush Drop-Off Site and approval to award the contract if the bids come in under the budgeted amount be approved.

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

11. This item was removed from the Agenda.

12. It was moved by Talbot and seconded by Miller that Resolution No. 2019-187 authorizing the Mayor and City Clerk to enter into an Agreement for Engineering Services with P & E Engineering Co., Carlisle, Iowa, for the 2020 Electrical Underground Conversion Project be passed and adopted.

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

No action was taken on Agenda Item No. 13 and will be placed on a future agenda.

13. Resolution authorizing the Mayor and City Clerk to enter into an Agreement for Engineering Services with Bolton & Menk, Inc., Ames, Iowa, for the Wastewater Treatment Facility Improvement Project.

City Manager Jeffery Sheridan informed there could be another funding option to consider and would like time to research further prior to presenting to Council for action.

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

None brought forth.

COUNCIL COMMITTEE REPORTS

Council Member Logan Welch informed that there is still a Middle School Vacancy and a High School Vacancy on the Youth Advisory Commission to be filled. Council Member Brian Miller inquired about the progress on the additional nine hole frisbee golf course that was to be added at Brewer Creek Park. Council Member Welch informed that he is unaware of the status at this point and will reach out to the Park and Recreation Board for information.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

OTHER ITEMS SENT TO COUNCIL

1. A memo from Finance Director on United States Department of Agriculture (USDA) Revolving Loan Fund Checking Account was shared with Council Members.

2. The City Attorney Update/Report dated 10-30-19 was previously given to Council for review.

3. Updates by City Manager were given as follows:

a. Effective November 1, 2019 Larry Flaws was moved into the position of Interim Director of Recreation & Public Grounds and Breanne Leshner was moved into the position of Interim Assistant Director of Recreation & Public Grounds. Over the next few months Larry and Breanne will be settling in and evaluating the future staffing needs of the department, the plan is to make these assignments permanent within 6 months.

b. Provided information on the possibility of Community Development Block Grant (CDBG) eligibility funding.

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

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

The November 4, 2019 Regular City Council Meeting stood adjourned at 6:36 p.m.