

CITY COUNCIL MEETING MINUTES
Webster City, Iowa December 16, 2019

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on December 16, 2019 upon call of the Mayor and the advance agenda. Prior to calling the regular meeting to order, the Oath of Office was given by City Clerk Karyl Bonjour to Council Members Katelin Hartmann and Brian Miller for the term commencing January 1, 2020 through December 31, 2023. 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.

Mayor John Hawkins led the Pledge of Allegiance

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

Mayor Hawkins thanked all those who organized Hometown Holiday held in Webster City on Saturday, December 14, 2019.

Council Member Jim Talbot mentioned that donations are being accepted to help with the cost of placing a Veterans Memorial at the Avenue of Flags Building on Ohio Street. Donations can be mailed to the Avenue of Flags, P.O. Box 491, Webster City, Iowa 50595.

Mayor Hawkins read Resolution No. 2019-207, a Resolution of Appreciation, for Council Member Jim Talbot, whose term will be concluding on December 31, 2019. Mayor Hawkins called for a Roll Call vote on the passage of the resolution with the following results: Hawkins, McKinney, Miller and Welch voting aye. Talbot Abstain.

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 December 2, 2019 Regular Meeting Minutes be approved.
2. That Resolution No. 2019-208 approving Payroll for the period ending December 7, 2019 and paid on December 13, 2019 in the amount of \$166,561.44 be passed and adopted.
3. That Resolution No. 2019-209 approving Bills paid in the amount of \$1,535,381.73 be passed and adopted and the Fund List be approved.

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

GENERAL AGENDA

1. December 16, 2019 at 6:05 p.m., Council Chambers at City Hall, Webster City, Iowa, being the time and place for a Public Hearing on proposed plans, specifications, form of contract and estimate of cost for the 2019 Building Demolition 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. 2019-210 finally approving and confirming plans, specifications and form of contract for the 2019 Building Demolition Project be passed and adopted.

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

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b. It was moved by McKinney and seconded by Miller that Resolution No. 2019-211 awarding contract for the 2019 Building Demolition Project, Webster City, Iowa to Mid Iowa Site Services, Fort Dodge, Iowa in the amount of \$38,940.00 be passed and adopted.

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

2. Andy Sowle, Chairman of the Hotel/Motel Tax Board provided a Report/Recommendations from Hotel/Motel Tax Board Round 24 Grant Applications for Council to consider. The current balance in the Hotel/Motel Fund is \$67,147.45 and the the Hotel/Motel Board is recommending grant awards in the amount of \$50,460.00 leaving a balance in the fund of \$16,687.45 if all recommended grants are approved.

a. The following action was taken on the report/recommendations from the Hotel/Motel Tax Board on Round 24 Grant Applications:

It was moved by Welch and seconded by Talbot that the Hotel/Motel Grant for Career Ag Academy, Inc., in the amount of \$12,000.00 be approved.

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

It was moved by Welch and seconded by Miller that the Hotel/Motel Grant for Hamilton County Exposition in the amount of \$5,000 be approved.

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

It was moved by Miller and seconded by McKinney that the Hotel/Motel Grant for Jane Young House Foundation in the amount of \$3,750.00 be approved.

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

It was moved by Miller and seconded by Welch that the Hotel/Motel Grant for Webster City Area Chamber of Commerce in the amount of \$27,800.00 be approved.

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

It was moved by Welch and seconded by Talbot that the Hotel/Motel Grant for Webster City Fire Department in the amount of \$1,910.00 be approved.

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

Council Members thanked the Board for their time throughout the grant process. Council Member Talbot inquired if it was possible to put guidelines in place determining how often an entity can make requests/applications for the Hotel/Motel grants.

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

a. Renewal of Class C Liquor License, Catering privilege, Outdoor Service and Sunday Sales - Seneca Street Saloon, 919 Seneca Street

b. Renewal of Class C Beer Permit and Sunday Sales - Hy-Vee, Inc - Webster City Fast and Fresh Express - 819 Second Street

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

4. It was moved by Miller and seconded by McKinney that Resolution No. 2019-212 setting January 20, 2020 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa, for a Public Hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$9,500,000.00 be passed and adopted.

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

5. It was moved by Miller and seconded by Welch that Resolution No. 2019-213 setting February 3, 2020 at 6:05 p.m. in the Council Chambers 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 2020 Second Street Reconstruction Project be passed and adopted.

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

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6. It was moved by Miller and seconded by Welch that Resolution No. 2019-214 setting February 3, 2020 at 6:05 p.m. in the Council Chambers 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 the 2020 Electrical Underground Conversion Project be passed and adopted.

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

7. It was moved by Miller and seconded by McKinney that Resolution No. 2019-215 setting February 3, 2020 at 6:05 p.m. in the Council Chambers 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 **furnishing materials** for the 2020 Electrical Underground Conversion Project be passed and adopted.

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

8. It was moved by Welch and seconded by Talbot that the Third Reading of a proposed Ordinance, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019 by adding Article XIII to Chapter 42 Pertaining to Encroachment of Public Right-Of-Way within the Corporate Limits of the City of Webster City, Iowa be approved.

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

a. It was moved by Welch and seconded by McKinney that Ordinance No. 2019-1833, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019 by adding Article XIII to Chapter 42 Pertaining to Encroachment of Public Right-Of-Way within the Corporate Limits of the City of Webster City, Iowa be passed and adopted.

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

9. It was moved by Miller and seconded by Welch that Resolution No. 2019-216 authorizing the Mayor and City Clerk to enter into an agreement with Robb's Tree & Stump Service, Story City, Iowa in the amount of \$122,000.00 for 2020 Tree Trimming and Removal Services be passed and adopted.

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

10. It was moved by Talbot and seconded by Miller that Resolution No. 2019-217 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 be passed and adopted.

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

11. It was moved by Welch and seconded by Miller that request from Engineering Tech/Project Coordinator to seek bids for 2020 Stump Removal Services be approved.

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

12.a. Michael Hart and Chip Schultz from Northland Public Finance provided a presentation on the Water and Sanitary Sewer Utilities Rate Study that was completed for the City of Webster City, Iowa. At the conclusion of their report, three rate increase scenarios were given to Council for consideration.

12.b. City Manager Jeffrey Sheridan gave a summary on research he had done on the Water and Sanitary Sewer Systems and provided Council Members his evaluations on both. His recommendation to Council was Scenario number three (3) from Northland Public Finance, which would be an immediate 28% increase on both, with a 3% percent increase annually. This would enable the City to make much needed improvements sooner to both systems. Although this would give the City a good start on the funding of a new Wastewater Treatment Facility, it would not fund the total cost of the new facility.

After both reports were heard, Council discussed the scenarios at length and asked if additional scenarios where rates would only increase on the usage of the services and not the base rate could be drafted. City Manager Sheridan suggested the Council take a few days to absorb the information provided and forward any further questions to him. A work session will be scheduled in the near future to continue the discussion on the suggested rate increases.

**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 placed on file:

1. November 2019 Financial Reports including Financial Report, Bank Reconciliation Report, Public Funds Checking Account, Public Funds Sweep Account, Public Funds USDA Revolving Loan Account, Receipts and Summary of Investments;
2. November 2019 City Manager Reports including Electric, Wastewater, Water, Electric Year-to-Date, Water Year-to-Date and Inspection Report;
3. The November 2019 Police Department Report;
4. The November 2019 Fire Department Report; and
5. The Hamilton County Solid Waste Commission December Agenda Packet

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

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

Council Member Jim Talbot took this time to offer his appreciation to the members of City Council and City Staff for assisting him with his questions and providing information to him throughout his term.

It was moved by McKinney and seconded by Miller that Council meet in Closed Session to discuss the purchase/sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property, as provided by Chapter 21.5 j. of the Code of Iowa

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

The Council went out of Regular Session at 7:16 p.m.

A short recess was taken.

The Council went into Closed Session at 7:24 p.m.

The Council returned to Regular Session at 7:55 p.m.

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

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

The December 16, 2019 Regular City Council Meeting stood adjourned at 7:56 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk