

**CITY COUNCIL MEETING MINUTES
Webster City, Iowa February 3, 2020**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on February 3, 2020, upon call of the Mayor Pro Tem and the advance agenda. The meeting was called to order by Mayor Pro Tem Brian Miller and roll being called there were present Brian Miller, Mayor Pro Tem in the Chair, and the following Council Members: Katelin Hartmann, Matt McKinney and Logan Welch. Mayor John Hawkins was absent.

It was moved by Hartmann and seconded by McKinney to approve the agenda.
ROLL CALL: Hartmann, McKinney, Miller and Welch voting aye.

Mayor Pro Tem Brian Miller led the Pledge of Allegiance

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

Mayor Pro Tem Brian Miller gave a Proclamation on Iowa Honey Bee Day to be observed February 13, 2020.

MINUTES AND CLAIMS

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

1. That the meeting minutes of January 20, 2020 be approved.
2. That Resolution No. 2020-020 approving Payroll for the period ending January 18, 2020 and paid on January 24, 2020 in the amount of \$166,739.03 be passed and adopted.
3. That Resolution No. 2020-021 approving bills paid in the amount of \$416,084.43 be passed and adopted and the Fund List be approved.

ROLL CALL: McKinney, Miller, Welch and Hartmann voting aye.

GENERAL AGENDA

1. Public Hearing(s) 6:05 p.m.

A. February 3, 2020 at 6:05 p.m. at City Hall Council Chambers, Webster City, Iowa, a Public Hearing on proposed plans, specifications, proposed form of contract and estimate of cost for construction of 2020 Second Street Reconstruction Project, the same was held. Mayor Pro Tem Miller opened the Public Hearing. No written objections were received and no oral objections were presented. Mayor Pro Tem Miller closed the Public Hearing.

Ken Wetzler, Public Works Director, mentioned to Council that the estimate of cost includes bases for the street light poles, but not the cost of the poles themselves as the type of pole is yet to be determined. He also explained Alternates 1 & 2 that will be completed with the project.

(1) It was moved by Welch and seconded by Hartmann that Resolution No. 2020-022 finally approving and confirming plans, specifications, form of contract and estimate of cost for the 2020 Second Street Reconstruction Project be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann and McKinney voting aye.

Prior to action on A (2) of the agenda, City Manager Sheridan gave the option to Council of tabling this item until the funding stream had been approved for the project. He informed Council that bids received were good for 60 days from date of bid letting.

(2) It was moved by Welch and seconded by McKinney that this item, a Resolution awarding contract for the 2020 Second Street Reconstruction Project be tabled to a future City Council Meeting.

ROLL CALL: Welch, Hartmann, McKinney and Miller voting aye.

B. February 3, 2020 at 6:11 p.m. at City Hall Council Chambers, Webster City, Iowa, a Public Hearing on proposed plans, specifications, proposed form of contract and estimate of cost for *construction* of 2020 Electrical Underground Conversion Project, the same was held. Mayor Pro Tem Miller opened the Public Hearing. No written objections were received and no oral objections were presented. Mayor Pro Tem Miller closed the Public Hearing.

(1) It was moved by Welch and seconded by Hartmann that Resolution No. 2020-023 finally approving and confirming plans, specifications, form of contract and estimate of cost for *construction* of 2020 Electrical Underground Conversion Project be passed and adopted.

ROLL CALL: Hartmann, McKinney, Miller and Welch voting aye.

(2) It was moved by Welch and seconded by McKinney that Resolution No. 2020-024 awarding contract for *construction* of 2020 Electrical Underground Conversion Project to Primoris Aevenia, Inc., Johnston, Iowa in the amount of \$1,187,282.99 be passed and adopted.

ROLL CALL: McKinney, Miller, Welch and Hartmann voting aye.

C. February 3, 2020 at 6:15 p.m. at City Hall Council Chambers, Webster City, Iowa, a Public Hearing on proposed plans, specifications, proposed form of contract and estimate of cost for *furnishing materials* for the 2020 Electrical Underground Conversion Project, the same was held. Mayor Pro Tem Miller opened the Public Hearing. No written objections were received and no oral objections were presented. Mayor Pro Tem Miller closed the Public Hearing.

(1) It was moved by McKinney and seconded by Hartmann that Resolution No. 2020-025 finally approving and confirming plans, specifications, form of contract and estimate of cost for *furnishing materials* for the 2020 Electrical Underground Conversion Project, be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann and McKinney voting aye.

Prior to action on C (2) on the agenda, Public Works Director Ken Wetzler informed Council of a change to the contract amount for Resco, Ankeny, Iowa. An item in the amount of \$414 was overlooked by the Engineer when tabulating the bids and should be reflected in the contract for Resco bringing the amount to \$113,362.95, which also changes the total amount of the furnishing materials bid to \$213,623.09.

(2) It was moved by Hartmann and seconded by McKinney that Resolution No. 2020-026, awarding contract(s) for *furnishing materials*, with the corrected bid amounts, for the 2020 Electrical Underground Conversion Project to the following: Resco, Ankeny, IA in the amount of \$113,362.95; Wesco Distribution, Inc., Des Moines, IA in the amount of \$63,342.28; and Irby Corporation, Rapid City, SD in the amount of \$36,917.86; for a total of \$213,623.09 be passed and adopted.

ROLL CALL: Welch, Hartmann, McKinney and Miller voting aye.

2. Michael Maloney, D. A. Davidson & Co., provided an overview of what services D. A. Davidson & Co. can provide the City and offered the opportunity for Council to schedule a work session in which he would facilitate at no cost to the City. A future date will be set up for this work session.

3. Jennifer Crall, Director of Public Affairs for Iowa Select Farms, gave a presentation on the “Little Free Pantry” program that Iowa Select Farms has chosen to bring to Webster City. There will be two locations where “Little Free Pantry” houses will be set up, one by Fuller Hall and another at All Cultures Equal. She provided a background of the purpose of the program and introduced other local employees for Iowa Select Farms who were also present at the meeting.

Discussion was held prior to any action taken on the following Resolution in regard to entering a one-year agreement with inTANDEM Marketing, Webster City, IA for Website, Social Media, Public Relations and related services.

The following items discussed but not limited to were: Multiple Facebook pages versus one Facebook platform for the City, Bidding process, Dates of the agreement, Data on usage of Website and Social Media.

Darcy Swon outlined the proposed services of the new agreement.

Lindsay Henderson, Community Vitality Director commented on the proposed new agreement.

Recommendation was made that the agreement be for the period of February 1, 2020 through June 30, 2020, with a review of the services at that time and to better prepare for the cost increase in the future budget.

Council Member Logan Welch left the meeting at 6:50 p.m.

The following amended Resolution was voted upon:

4. It was moved by McKinney and seconded by Hartmann that Resolution No. 2020-027 authorizing the Mayor and City Clerk to enter into an Agreement with inTANDEM Marketing, Webster City, Iowa for Website, Social Media, Public Relations and related services for the period of February 1, 2020 to June 30, 2020 be passed and adopted.

ROLL CALL: Hartmann, McKinney, and Miller voting aye.

5. It was moved by McKinney and seconded by Hartmann that Transfer of Funds from CDBG (Community Development Block Grant) RLF (Revolving Loan Fund) to 602 Water Operation Fund be approved.

ROLL CALL: McKinney, Miller and Hartmann voting aye.

6. It was moved by Hartmann and seconded by McKinney that Resolution No. 2020-028 setting March 2, 2020 at 6:05 p.m. at City Hall Council Chambers, Webster City, Iowa for a Public Hearing on Urban Renewal Plan Amendment. (Riverview Central Business District Urban Renewal Plan) be passed and adopted.

ROLL CALL: Miller, Hartmann and McKinney voting aye.

7. It was moved by McKinney and seconded by Hartmann that Resolution No. 2020-029 authorizing the Mayor and City Clerk to enter into an Agreement with RDG SWB, Inc., Omaha, Nebraska, for consulting services for Annexation Study, Housing Assessment and Strategy Update and Comprehensive Plan Update be passed and adopted.

ROLL CALL: Hartmann, McKinney and Miller voting aye.

Karla Wetzler, Planning and Zoning Director, explained the scope of the agreement to Council Members.

8. It was moved by Hartmann and seconded by McKinney that Resolution No. 2020-030 approving Change Order No. 1 in the amount of \$12,400.00 by adding the property located at 313 Broadway Street to the 2019 Building Demolition Project with Mid Iowa Site Services LLC., Fort Dodge, Iowa be passed and adopted.

ROLL CALL : McKinney, Miller and Hartmann voting aye.

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

It was moved by McKinney and seconded by Hartmann that the December 2019 Financial Reports consisting of Financial Report, Bank Reconciliation Report, Public Funds Checking Account, Public Funds SWEEP Account, Public Funds USDA Revolving Loan Account, Receipts and Summary of Investments be accepted and placed on file.

ROLL CALL: Miller, Hartmann and McKinney voting aye.

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

OTHER ITEMS SENT TO COUNCIL

1. The City Attorney Report/Update dated January 29, 2020 was previously given to Council Members for review.

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

ROLL CALL: Hartmann, McKinney and Miller voting aye.

The February 3, 2020 Regular City Council Meeting was adjourned at 7:13 p.m.

Brian Miller, Mayor Pro Tem

Karyl K. Bonjour, City Clerk