

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa March 16, 2020**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:08 p.m. on March 16, 2020, upon call of the Mayor and the advance agenda. All Council Members were participating by phone with the meeting being called to order by Mayor John Hawkins and roll being called there were present by phone John Hawkins, Mayor, and the following Council Members: Katelin Hartmann, Matt McKinney, Brian Miller and Logan Welch.

It was moved by Miller and seconded by Hartmann to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

**PETITIONS – COMMUNICATIONS – REQUESTS**

City Manager D. Jeffrey Sheridan read a Press Release in regard to the COVID-19 Virus and measures and precautions that the City of Webster City will be implementing as of March 17, 2020.

**PUBLIC INFORMATION**

A Proclamation was presented by Mayor Hawkins, read by City Clerk Karyl Bonjour, designating March 18, 2020 as National Natural Gas Utility Worker’s Day.

No other Public Information was presented.

**MINUTES AND CLAIMS**

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

1. That the meeting minutes of March 2, 2020 be approved.
2. That Resolution No. 2020-053 approving Payroll for the period ending February 29, 2020 and paid on March 6, 2020 in the amount of \$162,800.11 be passed and adopted.
3. That Resolution No. 2020-054 approving bills paid in the amount of \$1,003,030.16 be passed and adopted and the Fund List be approved.

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

**GENERAL AGENDA**

**1. Public Hearings 6:05 p.m.**

A. March 16, 2020 at 6:17 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposed plans, specifications, proposed form of contract and estimate of cost for construction of 2020 Wilson Brewer Park Grounds Improvement Project, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Welch and seconded by Hartmann that Resolution No. 2020-055 finally approving and confirming plans, specifications, form of contract and estimate of cost for the 2020 Wilson Brewer Park Grounds Improvement Project be passed and adopted.

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

(2) It was moved by Welch and seconded by McKinney that Resolution No. 2020-056 awarding contract for the 2020 Wilson Brewer Park Grounds Improvement Project for Section I to Habhab Construction, Webster City, Iowa in the amount of \$13,470.00 and Section II to Castor Construction, Fort Dodge, Iowa in the amount of \$162,418.35 be passed and adopted.

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

Public Works Director Ken Wetzler, spoke on the project and award of contract.

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B. March 16, 2020 at 6:21 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing at which it is proposed to approve a Development agreement with First State Bank, including Annual Appropriation Tax Increment Payments, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Miller and seconded by Hartmann that Resolution No. 2020-057 approving Development Agreement with First State Bank, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement be passed and adopted.

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

Planning and Zoning Director Karla Wetzler provided Council details of the agreement.

C. March 16, 2020 at 6:24 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing for the 2020-2021 Capital Improvement Budget and 2020-2021 through 2024-2025 Capital Improvement Plan, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Miller and seconded by Welch that Resolution No. 2020-058 following notice and hearing, the 2020-2021 Capital Improvement Budget and the 2020-2021 through 2024-2025 Capital Improvement Plan of the City of Webster City, Iowa be passed and adopted.

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

D. March 16, 2020 at 6:26 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposed 2020-2021 Budget, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Miller and seconded by Welch that Resolution No. 2020-059 following notice and hearing, the 2020-2021 Operating Budget and Certification of City Taxes for the fiscal year ending June 30, 2021 for the City of Webster City, Iowa, be passed and adopted.

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

Finance Director Dodie Wolfgram reviewed the Capital Improvement Budget and Plan and the City Budget prior to Council taking action.

E. March 16, 2020 at 6:29 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on a proposed Offer to Buy City owned property located at the east end of Cherry Street in Webster City, Iowa, containing 3 acres, more or less, the same was held. No written objections were received and no oral objections were presented

(1) It was moved by McKinney and seconded by Hartmann that Resolution No. 2020-060 approving purchase agreement and authorizing execution of a Quit Claim Deed conveying City owned property located at the East end of Cherry Street to Tanner Tempel and Mike Tempel be passed and adopted.

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

Planning and Zoning Director Karla Wetzler explained the history and sale of this property.

2. It was moved by McKinney and seconded by Welch that Resolution No. 2020-061 setting April 6, 2020 at 6:05 p.m. in the Council Chambers at City Hall for the time and place for a Public Hearing on a proposed Offer to Buy City owned property located on East Dubuque Street in Webster City, Iowa be passed and adopted.

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

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3. It was moved by Hartmann and seconded by Miller that Resolution No. 2020-062 setting April 6, 2020 at 6:05 p.m. in the Council Chambers at City Hall for the time and place for a Public Hearing on proposal to enter into a Road Use Tax Revenue Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$4,300,000 be passed and adopted.

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

4. It was moved by Miller and seconded by Hartmann that request from Hamilton County Speedway to close the 900 Block of Seneca Street on Saturday, April 18, 2020 from 11:00 a.m. to 4:00 p.m. for the Annual Race Car Show Event for the Hamilton County Speedway be approved.

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

5. It was moved by Welch and seconded by Hartmann that Resolution No. 2020-063 authorizing the City of Webster City to enter into a Wastewater Services Agreement with Cactus Family Farms, LLC, Webster City, Iowa be passed and adopted.

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

6. It was moved by Welch and seconded by Miller that Resolution No. 2020-064 accepting and executing Easements from those listed in the Resolution in connection with the 2020 Electrical Underground Conversion Project, (22 parcels), be passed and adopted.

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

Public Works Director Ken Wetzler provided information to Council on agenda items 5 & 6.

7. It was moved by Hartmann and seconded by Welch that Resolution No. 2020-065 establishing a 28E Agreement between the City of Webster City, Iowa and Hamilton County, Iowa Pertaining to the Bicycle Share System Agreement with Koloni, Inc., Pocahontas, Iowa be passed and adopted.

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

8. It was moved by Miller and seconded by Hartmann that Resolution No. 2020-066 authorizing the Mayor and City Clerk to enter into an Agreement between the City of Webster City, Iowa and Koloni Inc., Pocahontas, Iowa, Pertaining to a Bicycle Share System be passed and adopted.

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

City Attorney informed Council of the details of the agreements for agenda items 7 & 8.

9. It was moved by McKinney and seconded by Welch that the decorative street light poles be approved for the Second Street Reconstruction Project.

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

Hartmann voting nay.

Public Works Director Ken Wetzler spoke on the two types of street light poles being considered for the Second Street Reconstruction Project.

10. It was moved by Hartmann and seconded by Welch that Resolution No. 2020-067 authorizing the Mayor and City Clerk to enter into a Structural Fire Training Agreement between the City of Webster City, Iowa, the Webster City Fire Department, and Kim Richardson and Christine Richardson in connection with property located at 845 Richardson Drive be passed and adopted.

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

Fire Chief Chuck Stansfield explained the procedures already taken enabling the Fire Department to schedule and complete the Structural Fire Training.

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11. It was moved by Hartmann and seconded by McKinney that request from Street Supervisor to seek bids for moving a building at the Street Department in preparation for the new 2020 Street Department Maintenance Building Project and approval to award the contract if the bids come in under budget be approved.

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

12. It was moved by Hartmann and seconded by Miller that request from Street Supervisor to seek bids for setting footings for a building to be moved at the Street Department and approval to award the contract if the bids come in under budget be approved.

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

Street Supervisor Brandon Bahrenfuss provided explanations for the requests pertaining to agenda items 11 & 12.

13. Discussion was held on the public Recycling Bin which is located at the Street Department, 100 East Ohio Street. Street Supervisor Brandon Bahrenfuss spoke with Council Members in regard to needing a third driveway entrance at the Street Department grounds which happens to be located where the current Recycle Bin sits. Discussion was held on the monthly costs as well as the extra service charges being charged for items left at the site that are not recyclable. Currently the County shares the expenses of this Bin. Bahrenfuss has been in touch with the County and they have expressed they are fine with removing the Bin altogether. It was suggested to see if the County would be willing to locate the Bin on any available property they would have, and in the interim until a further decision is made, the Bin can be relocated to a different area on the Street Department grounds.

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

It was moved by Welch and seconded by Miller that the following items (1-4) be accepted and placed on file:

1. February 2020 City Manager Reports including Electric, Wastewater, Water, Electric Year-to-Date, Water Year-to-Date and Inspection Report;
2. The February 2020 Police Department Report;
3. The February 2020 Fire Department Report;
4. The March 2020 Agenda Packet for the Hamilton County Solid Waste Commission

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

**COUNCIL COMMITTEE REPORTS**

None brought forth.

**OTHER REPORTS AND RECOMMENDATIONS**

None brought forth.

Prior to going into Closed Session for the City Clerk Evaluation, Council Members agreed, that due to the circumstances with the COVID-19 pandemic, that the Closed Session as well as the Work Session which was to follow the regular meeting, to discuss Day Care in Webster City should be postponed to a later date.

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

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

The March 16, 2020 regular City Council meeting stood adjourned at 7:03 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk