

CITY COUNCIL MEETING MINUTES
Webster City, Iowa June 1, 2020

Iowa Code Section 21.8 outlines the guidelines to hold an electronic meeting when there are valid concerns that an in-person meeting is "impossible or impractical".

Due to the COVID-19 concerns and social distancing recommendations, an electronic City Council meeting was held utilizing Zoom. The electronic meeting was available to the public. Details were provided in using the Zoom platform either by joining through the web portal or by calling in to view or participate.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on June 1, 2020, upon call of the Mayor and the advance agenda. Council Members were participating through the Zoom platform with the meeting being called to order by Mayor John Hawkins and roll being called there were present 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

None brought forth.

PUBLIC INFORMATION

Mayor Hawkins announced that as of today, City Hall is open by appointment only. The entire staff is back and practicing COVID-19 guidelines.

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 meeting minutes of May 18, 2020 be approved.
2. That Resolution No. 2020-102 approving Payroll for the period ending May 23, 2020 and paid on May 29, 2020 in the amount of \$166,944.14 be passed and adopted.
3. That Resolution No. 2020-103 approving bills paid in the amount of \$1,018,008.96 be passed and adopted.

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

GENERAL AGENDA

2. It was moved by Miller and seconded by Hartmann 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 and Sunday Sales
Lomita's Mexican Restaurant, 500 Second Street.

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

PUBLIC HEARING 6:05 p.m.

1. June 1, 2020 at 6:05 p.m., via electronic means of the Zoom Platform, at Webster City, Iowa, being the time and place for a Public Hearing on a Purchase Agreement for City owned property located on East Dubuque Street in Webster City, Iowa, the same was held. No written objections were received and no oral objections were presented.

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1.A. It was moved by Miller and seconded by Welch that Resolution No. 2020-104 approving Purchase Agreement and authorizing execution of a Quit Claim Deed conveying City owned property on East Dubuque Street in Webster City, Iowa to John Harper, be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann, Hawkins and McKinney voting aye.
Karla Wetzler, Planning and Zoning Director, via electronic means, spoke on the agreement.

3. It was moved by Miller and seconded by McKinney that the appointment of Chris Kehoe to the Park and Recreation Advisory Commission for the four-year term beginning June 1, 2020 and ending May 31, 2024 be approved.

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

4. It was moved by Welch and seconded by Miller that the appointment of Lynn Jaycox and Sabrina Wohlford to the City Planning and Zoning Commission for the four-year terms beginning June 1, 2020 and ending May 31, 2024 be approved.

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

5. It was moved by Hartmann and seconded by McKinney that the appointment of Gary Groves and Lindsay McCormick Welch to the Wilson Brewer Historic Park Committee for the four-year terms beginning June 1, 2020 and ending May 31, 2024 be approved.

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

6. It was moved by Miller and seconded by Hartmann that the appointment of Harlan Balsley to the Traffic Study Committee for the four-year term beginning June 1, 2020 and ending May 31, 2024 be approved.

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

City Clerk Bonjour, advised there will be more appointments on the June 15, 2020 agenda. A short discussion was held on the Senior Citizen Advisory Board and the Youth Advisory Commission. Appointments to the Youth Advisory Commission will be deferred until this fall. Council Member Miller inquired about the additional Frisbee Golf Course that the previous Youth Advisory Commission had been assisting with. Breanne Leshner, Assistant Parks & Recreation and Public Grounds Director, via electronic means, reported that the DNR had just gotten back to her this week with permission to use part of the Prairie at Brewer Creek for the proposed frisbee golf course, so now planning can proceed.

7. It was moved by Welch and seconded by Miller that the First Reading of a proposed Ordinance, an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 42, Pertaining to Streets, Sidewalks and Other Public Places be approved.

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

Karla Wetzler, Planning and Zoning Director, via electronic means, informed Council Members this was primarily a housekeeping of the City Code to be consistent throughout in obtaining an encroachment permit.

8. It was moved by Welch and seconded by Miller that Resolution No. 2020-105 accepting work, authorizing Final Payment of \$798.00 and release of Retainage of \$7,751.86 in 30 days to Progressive Structures, Elkader, Iowa for completion of the 2019 Millards Lane Box Culvert Replacement Project be passed and adopted.

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

Ken Wetzler, Public Works Director, via electronic means, informed Council Members that the punch list has been completed and staff has approved the completion of the project.

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9. It was moved by Welch and seconded by Hartmann that Resolution No. 2020-106, a Resolution in support of a Workforce Housing Tax Credit Benefit Application to be submitted to the Iowa Economic Development Authority by Spring Lake Construction, LLC for a Housing Project located in Lynx Development, Webster City, Iowa be passed and adopted.

ROLL CALL: Hartmann, Hawkins, McKinney, Miller and Welch voting aye. Karla Wetzler, Planning and Zoning Director, via electronic means, provided details on the Resolution of Support and that the TIF Rebates already offered on the project will take care of the commitment of the City.

10. It was moved by McKinney and seconded by Hartmann that request from Line Department Supervisor to purchase material to update the lighting (LED) on First Street between Seneca and Prospect Streets be approved.

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

11. It was moved by Welch and seconded by Hartmann that Resolution No. 2020-107 authorizing the Mayor and City Clerk to enter into a Master Agreement for Professional Services with DGR Engineering for an Electric Utility Power Supply Cost and Rate Work Study and Task Order Amendment No. 1 be passed and adopted.

ROLL CALL: McKinney, Miller, Welch, Hartmann and Hawkins voting aye. City Manager Sheridan informed Council Members that DGR Engineering was the consultant recommended by Michael Maloney of D.A. Davidson as the next step in evaluating the electric utility.

REPORTS AND RECOMMENDATIONS OF OFFICERS, BOARDS AND COMMISSIONS

It was moved by McKinney and seconded by Welch that the following items (1 & 2) be accepted and placed on file:

1. The April 2020 Financial Reports including the 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. The inTANDEM activity report on City Social Media and Website accounts for the dates of February 1, 2020 to May 28, 2020.

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

UPDATE ON BANNERS

3. City Manager Sheridan provided Council Members an update on the Banners to be hung from the City Light Poles in recognition of the 2020 Senior Class of Webster City. The City has received all the brackets and the banners are expected any day. Once hung, a timeline has not been established for how long they will be on display.

COUNCIL COMMITTEE REPORTS

Council Member Kaitlin Hartmann shared she had been approached with an inquiry on the One-Way Streets in Webster City and if they were necessary or could be changed to two-way streets. This will be referred to the Traffic Study Committee. City Clerk Bonjour requested that if possible it would be best to get the concern in writing as well.

OTHER REPORTS AND RECOMMENDATIONS

City Manager Sheridan informed Council that the following Summer activities have been cancelled due to COVID-19: Youth Baseball and Softball, Adult Softball and Adult Sand Volleyball. A recommendation of the status of the pool opening will come at a later date.

He also shared a request from the Church of Christ to extend their previous request of the street closure on Des Moines Street on Sunday mornings from 10 a.m. to noon until the end of June. Consensus of Council was to grant the extension.

Discussion was held in regard to the next City Council Meeting scheduled for June 15, 2020. This meeting will be held in the Council Chambers at City Hall while adhering to social distancing guidelines. Further details will be provided at a later date.

OTHER ITEMS SENT TO COUNCIL

1. The City Attorney report dated 05/27/2020 was previously given to Council for review.

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

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

The June 1, 2020 regular City Council Meeting stood adjourned at 6:54 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk