

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa    October 5, 2020**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on October 5, 2020, 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 Mayor John Hawkins and Council Members: Katelin Hartmann, Matt McKinney, Brian Miller, and Logan Welch.

*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, this meeting was Open to the Public by electronic means ONLY by utilizing the Zoom Platform.  
Details were provided in using the Zoom platform either by joining through the web portal or by calling in to view or participate.*

It was moved by Welch and seconded by McKinney 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 read a Certificate of Appreciation presented to the City of Webster City from the Boy Scouts of America in recognition of outstanding service to youth.

Mayor Hawkins gave a reminder that Webster City does have a leash law for dogs and encouraged those walking their dogs to abide by having them on a leash.

Council Member Miller wanted to know if any dates had been established for volunteers to help with the projects at the Twin Park locations. He would like to know as possibly may have several who can volunteer.

**MINUTES AND CLAIMS**

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

1. That the meeting minutes of September 21, 2020 be approved.
2. That Resolution No. 2020-163 approving Payroll for the period ending September 26, 2020 and paid on October 2, 2020 in the amount of \$173,968.19 be passed and adopted.
3. That Resolution No. 2020-164 approving bills paid in the amount of \$819,149.72 be passed and adopted.

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

**GENERAL AGENDA**

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

- a. Renewal of Class C Beer Permit and Sunday Sales  
LaPerla Jarocho, LLC, 611 Second Street

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

2. It was moved by Miller and seconded by Welch that the First Reading of a proposed Ordinance, an Ordinance amending the Code of Ordinances of the City of Webster City,

**City Council Meeting Minutes, October 5, 2020**

Iowa, 2019, by adding Article X to Chapter 46 Pertaining to Off-Road Utility Vehicles and Golf Carts within the corporate limits of the City of Webster City, Iowa, subject to the City Attorney making revisions as discussed, be approved.

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

Discussion was held on the draft presented to Council as the First Reading. City Attorney Zach Chizek will make revisions discussed and present to Council for the Second Reading at the next Council Meeting.

3. It was moved by Welch and seconded by Hartmann that the First Reading of a proposed Ordinance, an Ordinance repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by Repealing Chapter 2, Article V, Division 2 Pertaining to Weapons in City Buildings be approved.

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

4. It was moved by Welch and seconded by Miller that Resolution No. 2020-165 accepting and approving the Minor Subdivision Plat of Clausen Addition in Webster City, Iowa be passed and adopted.

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

Karla Wetzler, Planning and Zoning Director provided Council with specifics of the Plat through the Zoom platform.

5. It was moved by McKinney and seconded by Miller that Resolution No. 2020-166 approving Change Order No. 4 to the 2020 Street Department Maintenance Building Project with Jensen Builders LLC., Fort Dodge, Iowa – decrease in amount of \$2,000 be passed and adopted.

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

6. It was moved by Welch and seconded by McKinney that Resolution No. 2020-167 awarding contract for the 2020- 605 Second Street Demolition Project to Habhab Construction Inc., Webster City, Iowa in the amount of \$117,460.00 be passed and adopted.

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

Ken Wetzler, Public Works Director, provided a brief history of previous solicitation of bids for this project and informed Council that specifications were changed drastically from Bid Specifications to the Quote Specifications, the actual quotes received, and now presented to Council.

7. It was moved by Welch and seconded by Miller confirming approval of 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, with the training date to be October 17, 2020.

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

Chuck Stansfield, Fire Chief, informed Council that this training was originally scheduled to take place earlier in the year, but due to COVID-19, did not occur. It has now been rescheduled for October 17, 2020 and will provide a good opportunity for training for the department.

8. A request from Fire Chief Stansfield was presented to council to approve specifications and approve sending out for bids for a new Pumper/Tanker Fire Apparatus for the Fire Department. Mayor Hawkins informed that currently the funding is not available for this large purchase in the anticipated amount of \$360,000.00. He reminded Council that when initially presented at a previous Budget Work Session, Chief Stansfield had brought a lease format to consider, not an outright purchase. After much discussion, Council requested that Chief Stansfield scale back on the specifications to lessen the overall cost of the new Pumper/Tanker Fire Apparatus, that the specifications include a lease option and provide a summary of the type of truck the department currently has, what the

department requires to meet the needs/safety guidelines for this truck, so to better understand the lengthy specifications in an easier format. No motion was made on this request, therefore no formal action was taken.

9. It was moved by Miller and seconded by Welch that request from Street Department Supervisor to purchase a 1 Ton Pickup Truck from Karl Chevrolet in the amount of \$29,416.00 and a Utility Box from Hawkeye Truck Equipment in the amount of \$16,695.00, per the bids received, be approved.

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

10. It was moved by Miller and seconded by Hartmann that request from Line Department Supervisor to purchase a Drop Deck Tilt-bed Trailer from Ziegler, Inc. through Sourcewell, in the amount of \$11,933.00 plus \$835.31 sales tax, per the bid be approved.

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

11. Discussion on holding a Strategic Plan Update for later this year was held. Consensus of Council was to schedule this in early December if that works for the consultant.

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

None brought forth.

**COUNCIL COMMITTEE REPORTS**

Mayor Hawkins introduced the possibility of exposing members of the Youth Advisory Commission to other Boards and Commissions as a non-voting member so they can experience various aspects of City Government.

Council Member Logan Welch informed that Riverview Community Daycare has now purchased the building from Webster City Community Schools.

**OTHER REPORTS AND RECOMMENDATIONS**

None brought forth.

**OTHER ITEMS SENT TO COUNCIL**

1. The City Attorney report dated September 29, 2020 was previously given to Council for review.

2. Clean-Up Drop-Off Event will be held on Saturday, October 10, 2020 from 8 a.m. to noon at the location of The Trash Man, 1812 Second Street. Due to COVID-19 safety precautions, those participating will need to unload their own items into the specified roll-offs at the site.

3. City Clerk Karyl Bonjour updated Council on the Homecoming Parade to be held at approximately 2:30 p.m. on Friday, October 9, 2020. The route has been extended a few blocks to provide more social distancing area for spectators.

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

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

The October 5, 2020 Regular City Council Meeting stood adjourned at 7:25 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk

**CITY COUNCIL MEETING MINUTES – WORK SESSION**  
**Webster City, Iowa    October 5, 2020**

The City Council held a Work Session following the Regular City Council Meeting, at the City Hall, Webster City, Iowa at 7:30 p.m. on October 5, 2020, upon call of the Mayor and the advance agenda.

1. The meeting was called to order by Mayor John Hawkins and roll being called there were present Mayor John Hawkins and Council Members: Katelin Hartmann, Matt McKinney, Brian Miller, and Logan Welch. Also present were City Manager D. Jeffrey Sheridan, City Clerk Karyl Bonjour and City Attorney Zach Chizek. Several other City Staff were in attendance either in person or through the Zoom platform.

2. It was moved by Miller and seconded by Welch to approve the Agenda.

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

3. The purpose of the Work Session was to discuss City Departments Radio Communication issues and Sump Pump Winter issues.

a. Police Chief Shiloh Mork had previously provided Council a history of the radios and the transition from analog to digital and the expense of the conversion. He also provided examples and summarized several scenarios with the current situation of not having enough radios. It is necessary to equip Public Safety staff and other City Department staff with the proper radios so communication with the County can be accomplished on a regular basis. City Manager Sheridan informed Council of the budgeted amounts for Public Safety departments and other City departments to purchase the number of radios needed and to budget for remaining radios still needed in the future. Consensus of Council was to move forward in bringing to Council for approval to purchase the number of radios currently budgeted for as presented.

b. Brandon Bahrenfuss, Street Department Supervisor, provided a summary of the ongoing issues of ice build up on the streets throughout the winter months from sump pumps draining into the street. He contacted the DNR regarding the issue and they suggested he contact the City of Mason City as they were having the same issues and had begun a pilot program that seems to be working. Bahrenfuss provided details of the program where selected addresses, in the more troublesome areas, are allowed to switch their sump pump to drain into the sanitary sewer only during the winter months. This would need to be checked by City staff when the switch is made and again in the spring when it would be switched back to draining into the street. This would hopefully eliminate the problem areas of the city and save on staff time, wear and tear on equipment and most of all provide safety of those driving on the streets where this ice build up has been occurring. Council advised Bahrenfuss to place the pilot program on a future agenda for possible adoption by Council.

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

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

The October 5, 2020 Work Session of the City Council stood adjourned at 8:07 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk