

CITY COUNCIL MEETING MINUTES
Webster City, Iowa October 19, 2020

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on October 19, 2020, upon call of the Mayor Pro Tem and the advance agenda. All Council Members were participating through the Zoom platform with the meeting being called to order by Mayor Pro Tem Brian Miller and roll being called there were present Brian Miller, Mayor Pro Tem, and the following Council Members: Katelin Hartmann, John Hawkins, and Logan Welch. Council Member Matt McKinney was absent.

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 Hawkins and seconded by Welch to approve the agenda.

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

Mayor Pro Tem Brian Miller led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

Ken Wetzler, Public Works Director, provided Council an update on the current 2nd Street Reconstruction Project with projected opening by November 1, 2020. He also reviewed the schedule and timeline for the 2021 2nd Street Reconstruction Project.

MINUTES AND CLAIMS

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

1. That the meeting minutes of October 5, 2020 be approved.
2. That Resolution No. 2020-168 approving Payroll for the period ending October 10, 2020 and paid on October 16, 2020 in the amount of \$170,955.28 be passed and adopted.
3. That Resolution No. 2020-169 approving bills paid in the amount of \$921,136.63 be passed and adopted.

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

Council Member Matt McKinney joined the meeting through Zoom at 6:05 p.m.

GENERAL AGENDA

1. It was moved by Welch and seconded by Hawkins that the Second 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: McKinney, Miller, Welch, Hartmann and Hawkins voting aye.

2. Discussion was held on permit fee and fines for violation on proposed Off-Road Utility Vehicles and Golf Carts Ordinance. Consensus of Council was to set the Permit Fee at \$25.00 and the following amounts for Fines for Violations: First Offense \$50.00, Second Offense \$100.00, Third Offense \$150.00. These will be presented to Council in the form of amending the Fee Resolution at the November 2, 2020 regular City Council Meeting.

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It was moved by Welch and seconded by Hawkins that Second Reading of a proposed Ordinance, **as revised**, an Ordinance amending the Code of Ordinances of the City of Webster City, 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, be approved.

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

Prior to approval of the Second Reading, City Attorney Zach Chizek reviewed the revisions made to the Ordinance, as requested, following the October 5, 2020 City Council Meeting. Council also discussed a couple additional revisions that need to be made prior to the Third and Final Reading to be considered for adoption at the November 2, 2020 regular City Council meeting.

3. It was moved by Welch and seconded by Hawkins that Resolution No. 2020-170 confirming authorization of Service Contract between Mid-Iowa Development Association Council of Governments (MIDAS) and the City of Webster City for approved activities related to the Coronavirus (COVID-19), be passed and adopted.

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

Lindsay Henderson, Community Vitality Director, provided details of the Contract.

4. It was moved by Hawkins and seconded by Hartmann to accept and place on file the 10-7-20 Hotel/Motel Tax Board minutes.

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

a. Discussion was held on the Hotel/Motel Tax Board recommendation on dedicating a part of the annual portion of Hotel/Motel Tax Revenue to the Chamber of Commerce each year as presented in the above minutes. Consensus of Council was to accept recommendation of the Hotel/Motel Tax Board and put the Agreement and Resolution to be considered by Council on the next regular City Council meeting agenda.

5. It was moved by Welch and seconded by McKinney that request from Information Technology Director to purchase a Virtual Host Server to accommodate new Civic System software along with other data, from Combined Systems Technology (CST) in the amount of \$17,677.47 per the quote be approved.

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

6. It was moved by Hartmann and seconded by McKinney to refer to the Planning and Zoning Commission a request for a proposed Planned Unit Development.

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

Karla Wetzler, Planning and Zoning Director, provided Council with a drawing previous to the meeting and joined the meeting through Zoom to provide details on the referral request. Council action is required to refer to the Planning and Zoning Commission for review and a Public Hearing will be held by the Commission, prior to bringing back to Council.

7. It was moved by Welch and seconded by Hawkins that Resolution No. 2020-171 authorizing the Mayor and City Clerk to enter into a three year agreement with Midwest Injection, Inc., Cascade, Iowa for Bio-Solids Land Application Project for the Wastewater Treatment Plant in the amount not to exceed \$65,000.00 each year, per the proposal, be passed and adopted.

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

8. It was moved by Hartmann and seconded by Hawkins that Resolution No. 2020-172 accepting work, authorizing payment in the amount of \$51,340.00 to Mid Iowa Site Services, Fort Dodge, Iowa for completion of the 2019 Building Demolition Project which included 1014 Elm Street, 940 Third Street, 1021 Clark Street, and 313 Broadway Street, be passed and adopted.

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

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9. It was moved by McKinney and seconded by Hawkins that request from Line Department Supervisor to purchase a Boring Unit for the Line Department from Vermeer in the amount of \$146,000.00 plus tax, per the bid quote, be approved.

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

Adam Dickinson, Line Department Supervisor joined through Zoom and provided details of the request to purchase the unit.

10. It was moved by Welch and seconded by Hawkins approving change to authorize Utility Box purchase for Street Department pickup truck from Truck Equipment in the amount of \$15,380.00 (low bid), be approved and authorized.

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

Brandon Bahrenfuss, Street Department Supervisor, through Zoom, explained the oversight of the bid by this vendor, which ended up being low bid and should be awarded accordingly instead of bid previously approved by Council.

11.a. It was moved by Hawkins and seconded by McKinney that request from the Police Chief to purchase three portable and six mobile radios in the total amount of \$41,127.00 be approved.

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

11.b. It was moved by Welch and seconded by Hawkins that request from the Fire Chief to purchase seven portable radios in the amount not to exceed \$34,600.00 be approved.

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

11.c. It was moved by Hawkins and seconded by Welch that request from Line Department Supervisor to purchase ten portable radios in the amount not to exceed \$18,300.00 be approved.

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

12. Shelby Kroona, Hamilton County Public Health Administrator, joined through Zoom and gave an Update on COVID-19 for Hamilton County.

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

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

1. The September 2020 City Manager reports consisting of Electric, Wastewater, Water, Electric Year-to-Date, Water Year-to-Date and September 2020 Inspection Report;
2. The September 2020 Police Department Report;
3. The September 2020 Fire Department Report; and
4. The October 2020 Hamilton County Solid Waste Commission Agenda Packet

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

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

OTHER ITEMS SENT TO COUNCIL

1. Dates for scheduling a Goal Setting Session were discussed and consensus of Council was to schedule for December 22, 2020.

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

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

The October 19, 2020 Regular City Council Meeting stood adjourned at 6:54 p.m.