

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa December 21, 2020**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on December 21, 2020, upon call of the Mayor and the advance agenda. All 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.

*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 Miller and seconded by Welch 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**

Tanya Doyle, joining through Zoom, requested that Council consider looking for internal candidates as an option for filling the City Manager vacancy.

**PUBLIC INFORMATION**

None brought forth.

**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 December 7 and December 14, 2020 be approved.
2. That Resolution No. 2020-207 approving Payroll for the period ending December 5, 2020 and paid on December 11, 2020 in the amount of \$170,103.51 be passed and adopted.
3. That Resolution No. 2020-208 approving bills paid in the amount of \$1,002,930.66 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 Hartmann that the Third Reading of a proposed Ordinance, an ordinance repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by Amending Chapter 20, Article III, Pertaining to Hotel/Motel Tax be approved.

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

- 1.a. It was moved by Welch and seconded by McKinney that Ordinance No. 2020-1842, an ordinance repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by Amending Chapter 20, Article III, Pertaining to Hotel/Motel Tax be passed and adopted.

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

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

- a. Renewal of Class C Beer Permit and Sunday Sales  
Webster City Fast and Fresh - 819 2nd Street

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

3. It was moved by Miller and seconded by Welch that Resolution No. 2020-209 setting February 1, 2021 at 6:05 p.m. at Council Chambers in City Hall, Webster City, Iowa as the date for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for construction of 2021 Second Street Reconstruction Project be passed and adopted.

ROLL CALL: Hartmann, Hawkins, McKinney, Miller and Welch voting aye.  
Ken Wetzler, Public Works Director, joined through Zoom and provided details of setting the Public Hearing.

4. It was moved by McKinney and seconded by Hartmann that Resolution No. 2020-210 accepting and executing of the Easement from John and Shirley Svenson for the 2020 Water Main Repair Project be passed and adopted.

ROLL CALL: Hawkins, McKinney, Miller, Welch and Hartmann voting aye.  
Public Works Director Wetzler, through Zoom, gave an explanation for the reason of accepting and execution of this Easement for future project.

5. It was moved by Miller and seconded by Welch that Council refer the vacation of a portion of Union Street to the Planning and Zoning Commission.

ROLL CALL: McKinney, Miller, Welch, Hartmann and Hawkins voting aye.  
Karla Wetzler, Planning and Zoning Director, through Zoom, explained the process of this request. The Planning and Zoning Commission will review and then make a recommendation to Council upon their review.

6. It was moved by McKinney and seconded by Miller that Council approve Request for Proposals for City Manager search.

ROLL CALL: Miller, Welch, Hartmann, Hawkins and McKinney voting aye.  
Administrative Services Director Beth Chelesvig, joined through Zoom and informed this is just the first steps in getting the process started. Date for proposals to be returned is February 1, 2021 and in the interim City will continue to review and analyze other options as well.

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

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

1. The Planning and Zoning Commission minutes of December 14, 2020; and
2. The November 2020 City Manager reports consisting of Electric, Wastewater, Water, Electric Year-to-Date, Water Year-to-Date and November 2020 Inspection Report.

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

### **COUNCIL COMMITTEE REPORTS**

None brought forth.

### **OTHER REPORTS AND RECOMMENDATIONS**

Trinity Lutheran Church has requested a street closure of Kathy Lane from Beach Street to the end of their parking lot on December 24, 2020 from 4:30-9:30 p.m. for a Christmas Eve Service. The Police Department, Fire Department and Street Department are aware of the request and staff has granted this street closure.

### **CLOSED SESSION**

1. It was moved by Miller and seconded by Hartmann that Council meet in Closed Session to discuss the purchase/sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property, as provided by Chapter 21.5 j. of the Code of Iowa.

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

The Council went out of Open Session at 6:22 p.m.  
The Council took a short recess.  
The Council went into Closed Session at 6:25 p.m.  
The Council returned to Open Session at 6:37 p.m.

It was moved by Miller and seconded by Welch that Council adjourn.  
ROLL CALL: Hawkins, McKinney, Miller, Welch and Hartmann voting aye.  
The December 21, 2020 Regular City Council Meeting stood adjourned at 6:38 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk