

CITY COUNCIL MEETING MINUTES
Webster City, Iowa January 4, 2021

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on January 4, 2021, upon call of the Mayor and the advance agenda. Council Members were present in Council Chambers 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 and Logan Welch. Council Member Brian Miller was absent. City Clerk Karyl Bonjour and City Attorney Zach Chizek were also present in Council Chambers.

*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 McKinney and seconded by Welch to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

None brought forth.

APPOINTMENTS OF OFFICERS AND ANNUAL RESOLUTIONS

It was moved by McKinney and seconded by Welch that the following Appointments, agenda items numbered 1-11 be approved collectively:

1. Appointment by the City Council of Karyl K. Bonjour as City Clerk for the two-year term ending December 31, 2022.
2. Appointment by the City Council of Elizabeth Ann Smith as Deputy City Clerk for the two-year term ending December 31, 2022.
3. Appointment by the City Council of Zachary Chizek as the City Attorney for the two-year term ending December 31, 2022.
4. Appointment of Adam Dickinson as representative and Ken Wetzler as alternate representative to the North Iowa Municipal Electric Cooperative Association for the year 2021.
5. Appointment of Brian Stroner as Right To Know Coordinator for the year 2021.
6. Appointment of Larry Flaws as representative to the Greenbelt Advisory Commission for the year 2021.
7. Appointment of John Hawkins to the Hamilton County Resource Enhancement Committee for the year 2021.
8. Appointment of Matt Alcazar as representative and Larry Flaws as alternate representative to the Pathfinders (MIDAS) Transportation Advisory Committee for the year 2021.
9. Appointment of Brian Miller as representative to serve on the board of the Webster City Day Care for the year 2021.

City Council Meeting Minutes, January 4, 2021

10. Appointment of Logan Welch as representative to serve on the board of the Riverview Early Childhood Center for the year 2021.
11. Appointment of the Daily Freeman Journal as the Official Newspaper for the year 2021.

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

It was moved by Welch and seconded by Hartmann that the following Resolutions, agenda items numbered 12-19 be passed and adopted collectively:

12. That Resolution No. 2021-001 for the appointment of Shiloh Mork as representative and Charles Stansfield as alternate representative to the Hamilton County E 911 Service Board be passed and adopted.
13. That Resolution No. 2021-002 for the Appointment of John Hawkins as representative and Charles Stansfield as alternate representative to the Hamilton County Emergency Management Commission be passed and adopted.
14. That Resolution No. 2021-003 authorizing the City Finance Director to invest City Funds be passed and adopted.
15. That Resolution No. 2021-004 authorizing the City Clerk to issue warrants in payment of certain types of expenditures be passed and adopted.
16. That Resolution No. 2021-005 authorizing the City Clerk to issue and deliver warrants for the payroll upon receiving approval by the City Manager be passed and adopted.
17. That Resolution No. 2021-006, a Resolution of purpose providing for expenditures of Economic Development funds be passed and adopted.
18. That Resolution No. 2021-007 setting dates and time for regular meetings of the City Council for 2021 be passed and adopted.
19. That Resolution No. 2021-008 establishing Depositories for the City of Webster City and Financial Institutions, the maximum amount, which may be kept on deposit in each Depository and Designating Authorized Officers be passed and adopted.

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

MINUTES AND CLAIMS

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

1. That the meeting minutes of December 21, 2020 be approved.
2. That Resolution No. 2021-009 approving Payroll for the period ending December 19, 2020 and paid on December 25, 2020 in the amount of \$166,061.02 be passed and adopted.
3. That Resolution No. 2021-010 approving bills paid in the amount of \$234,208.67 be passed and adopted.

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

GENERAL AGENDA

1. It was moved by McKinney and seconded by Hartmann that the agreement for the appointment of an Interim City Manager Team including the Administrative Services Director, Finance Director and Public Works Director be approved.

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

City Council Meeting Minutes, January 4, 2021

2. It was moved by Hartmann and seconded by Welch that Resolution No. 2021-011 approving Change Order No. 3 to the 2020 713 2nd Street Façade Project with Westbrooke Construction, Urbandale, Iowa be passed and adopted.

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

3. It was moved by McKinney and seconded by Welch that Resolution No. 2021-012 approving Amendment No. 1 to the Architectural Agreement with ASK Studio, Des Moines, Iowa for the 2020 713 2nd Street Façade Rehabilitation Project be passed and adopted.

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

4. It was moved by McKinney and seconded by Hartmann that Resolution No. 2021-013 approving Amendment No. 2 to the Architectural Agreement with ASK Studio, Des Moines, Iowa for the 2020 713 2nd Street Façade Rehabilitation project be passed and adopted.

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

Lindsay Henderson, Community Vitality Director joined through Zoom and provided details on the Change Order and Amendments for the 2020 713 2nd Street Façade Project. (Agenda items 2, 3, & 4).

5. It was moved by Hartmann and seconded by Welch that Resolution No. 2021-014 awarding contract for the 2021 Demolition Project, Webster City, Iowa to Mid Iowa Site Services, Fort Dodge, Iowa in the amount of \$24,000.00 which includes 1236 Second Street, 806 Stockdale Street and 1135 Division Street be passed and adopted.

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

6. It was moved by McKinney and seconded by Hartmann to reject bids received for one-year Tree Grinding Services and that authorization to seek bids for a three-year period for Tree Grinding Services at the Tree/Brush Site located at the Street Department be approved.

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

7. It was moved by Welch and seconded by McKinney that Resolution No. 2021-015 authorizing the Mayor and City Clerk to enter into an Agreement with Robb's Tree & Stump Service, Story City, Iowa in the amount of \$162,000.00 providing for 2021 Tree Trimming & Removal Services be passed and adopted.

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

Ken Wetzler, Public Works Director joined through Zoom and informed Council this contract includes not only the Electric Line Clearance required annually, but includes the removal of trees for the 2021 2nd Street Reconstruction Project.

8. It was moved by McKinney and seconded by Welch that Resolution No. 2021-016 accepting and executing of the Easement from Reveiz Farms, Inc. for the Storm Water Drainage from Wall Street be passed and adopted.

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

Ken Wetzler, Public Works Director joined through Zoom explaining that this is a step at being proactive should there be possible future development in this area.

9. It was moved by Welch and seconded by McKinney that Resolution No. 2021-017 accepting and executing of the Easement from Berneta L. Balsley Estate, Arrin Lura, Executor, for Storm Sewer Repairs on East Dubuque Street be passed and adopted.

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

Ken Wetzler, Public Works Director joined through Zoom and informed this easement was needed for repairs to be done in this area in the future.

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

1. It was moved by McKinney and seconded by Hartmann that the November 2020 Fire Department Report be accepted and placed on file.

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

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

OTHER ITEMS SENT TO COUNCIL

1. The City Attorney update/report dated 12-29-2020 was previously given to Council for review.

2. City Clerk Karyl Bonjour provided an update on the issuance of the ORV-Golf Cart Permits since the Ordinance went into effect January 1, 2021.

3. Dates of Thursday, January 21 or Monday, January 25, 2021 were discussed as possibilities for a Budget Work Session. Council Members will let Finance Director Dodie Wolfgram know what works with their schedules.

CLOSED SESSIONS

It was moved by McKinney and seconded by Welch that Council meet in Closed Session for the following reasons:

1. Meet in Closed Session for the purpose of holding a strategy meeting in connection with collective bargaining with the Police Department Unit, as authorized by Chapters 20.17 and 21.5 of the Iowa Code.
2. 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: McKinney, Welch, Hartmann and Hawkins voting aye.

The Council went out of Open Session at 6:21 p.m.

Council Member Brian Miller joined by phone upon entering the Closed Sessions.

Council went into Closed Session at 6:26 p.m.

Council returned to Open Session at 7:22 p.m.

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

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

The January 4, 2021 Regular City Council Meeting stood adjourned at 7:23 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk