

CITY COUNCIL MEETING MINUTES
Webster City, Iowa November 15, 2021 – 6:00 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on November 15, 2021, 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 in Council Chambers John Hawkins, Mayor, and the following Council Members: Megan McFarland, 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 with limited capacity and by electronic means 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 McKinney to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

None brought forth.

MINUTES AND CLAIMS

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

- a. That the meeting minutes of November 1, 2021 be approved.
- b. That Resolution No. 2021-204 approving Payroll for the period ending November 6, 2021 and paid on November 12, 2021 in the amount of \$186,695.06 be passed and adopted.
- c. That Resolution No. 2021-205 approving bills paid in the amount of \$1,676,167.81 be passed and adopted.

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

GENERAL AGENDA

- a. It was moved by Welch and seconded by Miller that Street Closure Request from the Webster City Chamber to hold a lighted parade on December 4, 2021 for the Christmas in the City Event be approved.

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

- c. It was moved by McKinney and seconded by Miller that Resolution No. 2021-206 transferring Cash from Various Funds to Other Various Funds be passed and adopted.

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

Dodie Wolfgram, Finance Director, summarized the transfers for Council.

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b. November 15, 2021 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing for entering into a Purchase Agreement for City owned property in SE Development Park #2, the same was held. No written objections were received and no oral objections were presented.

It was moved by Miller and seconded by McFarland that Resolution No. 2021-207 approving Purchase Agreement & authorizing execution of a Warranty Deed conveying City owned property located on Commerce Drive to Justis L. and Easton M. Burgin, Webster City, Iowa be passed and adopted.

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

d. It was moved by Welch and seconded by Miller that Resolution No. 2021-208 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (FAREWAY) be passed and adopted.

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

It was moved by Miller and seconded by McFarland that Resolution No. 2021-209 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (WCF FINANCIAL BANK & WEBSTER CITY SEWER FUND) be passed and adopted.

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

It was moved by McFarland and seconded by Miller that Resolution No. 2021-210 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (3DK ENTERPRISES, LLC) be passed and adopted.

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

It was moved by Miller and seconded by McKinney that Resolution No. 2021-211 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (RIDGE DEVELOPMENT LLC & LMI FUND) be passed and adopted.

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

It was moved by McFarland and seconded by Miller that Resolution 2021-212 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (APPLIANCE PLUS [Gary & Brenda Fox]) be passed and adopted.

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

It was moved by Welch and seconded by McFarland that Resolution No. 2021-213 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year (FIRST STATE BANK, ADDITION #2) be passed and adopted.

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

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e. It was moved by McFarland and seconded by Miller that Resolution No. 2021-214 approving the Official Annual Urban Renewal Report be passed and adopted.

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

f. It was moved by Miller and seconded by McFarland that Resolution No. 2021-215 setting December 20, 2021 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for Construction of 2021 Water Treatment Plant Aerator Support Structure Repair be passed and adopted.

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

g. It was moved by Miller and seconded by Welch that Resolution No. 2021-216 approving Change Order No. 1 to the 2021 River Street Water Main Project with Wunsch Construction Inc., Greene, Iowa be passed and adopted.

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

It was moved by McKinney and seconded by Miller that Resolution No. 2021-217 accepting work, authorizing of Final Payment of \$4,465.00 and release of retainage in the amount of \$18,305.53 in thirty days to Wunsch Construction Inc., Greene, Iowa for completion of the 2021 River Street Water Main Project be passed and adopted.

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

h. It was moved by McKinney and seconded by Miller that Resolution No. 2021-218 authorizing the City Manager to sign and execute a Professional Services Agreement with Bolton & Menk, Inc. to assist the City with various water related matters and authorizing the City Manager to purchase the equipment needed for various Water Treatment Plant Improvements and make necessary Budget Amendments be passed and adopted.

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

It was moved by Miller and seconded by McFarland that Resolution No. 2021-219 authorizing the City Manager to sign and execute Agreement with Marc Edwards and authorizing the City Manager to make necessary Budget Amendments be passed and adopted.

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

i. It was moved by Miller and seconded by McKinney that Resolution No. 2021-220 authorizing the City Manager to sign and execute Letter of Engagement with Shuttleworth & Ingersoll, PLC and authorizing the City Manager to make necessary Budget Amendments to pay for Services Rendered be passed and adopted.

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

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

It was moved by McKinney and seconded by Miller that the following items (a-f collectively) be accepted and placed on file:

- a. Finance Department Report – September 2021
- b. City Manager Reports – October 2021
- c. Inspection Department Daily Log Report – October 2021
- d. Police Department Report – October 2021
- e. Nuisance Report – October 2021
- f. Hamilton County Solid Waste Commission Report - November 2021

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

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

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

a. Meet in Closed Session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, as provided by Chapter 21.5 c. of the Code of Iowa .

b. Meet in Closed Session to discuss the purchase or 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 or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed, as provided by Chapter 21.5 j. of the Code of Iowa.

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

Council went out of Open Session at 6:25 p.m.

Council took a five-minute recess.

Council went into Closed Session at 6:30 p.m.

Council returned to Open Session at 7:27 p.m.

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

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

The November 15, 2021 Regular City Council Meeting stood adjourned at 7:28 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk