

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa December 6, 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 December 6, 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 and Brian Miller. Council Member Logan Welch 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 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, and Miller voting aye.  
Mayor John Hawkins led the Pledge of Allegiance.

**PETITIONS – COMMUNICATIONS – REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

Mayor Hawkins extended thanks to City Staff for their participation in Christmas in the City held on Saturday and thanked the Chamber of Commerce for organizing the successful holiday event.

City Clerk Karyl Bonjour administered the Oath of Office to John Hawkins and Matt McKinney for City Council terms beginning January 1, 2022 and ending December 31, 2025. The oath of office will be administrated to Logan Welch at the December 20, 2021 meeting.

**MINUTES AND CLAIMS**

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

- a. That the meeting minutes of November 15, 2021 be approved.
- b. That Resolution No. 2021-221 approving Payroll for the period ending November 20, 2021 and paid on November 26, 2021 in the amount of \$194,543.06 be passed and adopted.
- c. That Resolution No. 2021-222 approving bills paid in the amount of \$298,378.96 be passed and adopted.

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

**GENERAL AGENDA**

- a. It was moved by McKinney and seconded by Miller that the issuance of Beer and Liquor Licenses by the Iowa Department of Commerce be approved for the following:
  1. Renewal of Class C Beer Permit, Class B Wine Permit and Sunday Service, Kwik Star #924, 505 Fair Meadow Drive

**City Council Meeting Minutes, December 6, 2021**

2. Renewal of Class C Beer Permit and Sunday Service,  
La Perla Jarocho LLC, (Store), 611 Second Street

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

- b. It was moved by Miller and seconded by McKinney that the First Reading of an Ordinance repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 46, Article X, pertaining to Off-Road Utility Vehicles within the corporate limits of the City of Webster City, Iowa be approved

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

Ordinance is adequate as presented for ORV use on Superior Street, but need to clarify and educate drivers that they are allowed only as far as the north on/off ramp of Highway 20 and not past that interchange.

- c. It was moved by McFarland and seconded by Miller that Resolution No. 2021-223 adopting updated Employee Handbook for the City of Webster City, Iowa be passed and adopted.

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

It was noted that the Handbook was last updated in 2015 and a few minor changes have been proposed.

- d. It was moved by Miller and seconded by McFarland that Resolution No. 2021-224 setting December 20, 2021 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing on New Precinct Boundaries in the City of Webster City, Iowa be passed and adopted

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

City Clerk Karyl Bonjour outlined the details on the New Precinct Boundaries.

- e. It was moved by Miller and seconded by McFarland that Resolution No. 2021-225 approving Change Order No. 1 to the Edgewood Water Main Loop Project with GM Contracting Inc., Lake Crystal, Minnesota be passed and adopted.

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

It was moved by McFarland and seconded by Miller that Resolution No. 2021-226 accepting work, authorizing Final Payment of \$11,583.14 and release of Retainage in 30 days in the amount of \$19,378.68 to GM Contracting Inc., Lake Crystal, Minnesota for completion of the Edgewood Water Main Loop Project be passed and adopted.

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

- f. It was moved by McKinney and seconded by Miller that Resolution No. 2021-227 authorizing the City Manager to sign a Quotation for cleaning of the Primary Digester with Nutri-Ject Systems, Inc. and authorizing the City Manager to make necessary budget amendments to pay for services rendered be passed and adopted.

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

- g. It was moved by Miller and seconded by McFarland that Resolution No. 2021- 228 authorizing the City Clerk and the Mayor to sign and execute Option Agreement for purchase of Lot 5, Home Fourth Addition in Webster City, Iowa be passed and adopted.

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

Assistant City Manager Biridiana Bishop outlined the details of the option agreement.

**City Council Meeting Minutes, December 6, 2021**

h. It was moved by Miller and seconded by McFarland that Request from Engineering Tech/Project Coordinator to seek bids for the 2021 Pool Slide Repair and Painting Project be approved.

ROLL CALL: McKinney, Miller, McFarland and Hawkins voting aye.  
Recreation and Public Grounds Director Larry Flaws outlined the condition and details on the pool slide.

i. It was moved by McKinney and seconded by Miller that Request from Street Department Supervisor to seek bids for Concrete Crushing for Spring of 2022 be approved.

ROLL CALL: Miller, McFarland, Hawkins and McKinney voting aye.  
Street Supervisor Brandon Bahrenfuss outlined the benefits of the concrete crushing and the uses of the crushed concrete in projects.

j. It was moved by Miller and seconded by McFarland that Resolution No. 2021-229 authorizing the Mayor and City Clerk to enter into an Agreement with Robb's Tree & Stump Service, Story City, Iowa providing for the 2022 Tree Trimming & Removal Services Project be passed and adopted.

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

k. It was moved by Miller and seconded by McKinney that Resolution No. 2021- 230 accepting and approving the Minor Subdivision Plat of J Miller Addition, Hamilton County, Iowa be passed and adopted.

ROLL CALL: Hawkins, McKinney, Miller and McFarland voting aye.  
Planning and Zoning Director Karla Wetzler informed Council that the Planning and Zoning Commission had approved the plat and that there would be a dwelling on the property.

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

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

- a. Finance Department Report – October 2021
- b. Fire Department Report – October 2021.

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

**COUNCIL COMMITTEE REPORTS**

None brought forth.

**OTHER REPORTS AND RECOMMENDATIONS**

None brought forth.

It was moved by Miller and seconded by McFarland that Council 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 .

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

**City Council Meeting Minutes, December 6, 2021**

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 6:45 p.m.

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

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

The December 6, 2021 Regular City Council Meeting stood adjourned at 6:46 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk