

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa January 17, 2022 – 6:00 p.m.**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:04 p.m. following the Fair Housing Board Meeting, on January 17, 2022, 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 the following Council Members: John Hawkins, Megan McFarland and Logan Welch. Council Member Brian Miller joined the meeting electronically and 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 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 Welch and seconded by McFarland to approve the agenda.  
ROLL CALL: Hawkins, McFarland, Miller and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

**PETITIONS – COMMUNICATIONS – REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

Council Member Logan Welch thanked the Line Department and Street Department for their hard work going back to the storm in December and the recent snow over the past weekend.

**MINUTES AND CLAIMS**

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

- a. That the meeting minutes of January 3, 2022 be approved.
- b. That Resolution No. 2022-017 approving Payroll for the period ending January 1, 2022 and paid on January 7, 2022, in the amount of \$185,758.51 be passed and adopted.
- c. That Resolution No. 2022-018 approving bills paid in the amount of \$911,236.26 be passed and adopted.

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

**GENERAL AGENDA**

- a. Justin Jacobsma of Williams & Company P.C., joined through Zoom, and presented on the 2020-2021 City of Webster City, Iowa Audit. He went over the auditors opinion and highlighted the financial statements and status of various funds. He noted the City will need to address the current Non-Profit Contributions being made and change procedures in the future.

It was moved by McFarland and seconded by Welch that the 2020-2021 City of Webster City Audit be accepted and placed on file.

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

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b. Discussion was held by Council regarding Donations to Non-Profits. City Attorney Zach Chizek explained in further detail what the Auditor had mentioned. There are certain steps that need to be taken such as agreements need to be drafted in the future and the public purpose of the payment needs to be stated prior to disbursement.

c. It was moved by Welch and seconded by McFarland that Third reading of an Ordinance repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 40, Pertaining to Solid Waste within the corporate limits of the City of Webster City, Iowa be approved.

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

City Attorney Chizek informed Council of a couple minor changes made to the Ordinance prior to approval of the Third Reading.

It was moved by Welch and seconded by McFarland that Ordinance No. 2022-1852, an Ordinance repealing the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 40, Pertaining to Solid Waste within the corporate limits of the City of Webster City, Iowa be passed and adopted.

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

d. It was moved by McFarland and seconded by Welch that Resolution No. 2022-019 authorizing the sale of real estate and approving execution of a Warranty Deed conveying City owned property in Brewer Creek Estates Fifth Addition, Webster City, to Mulley Land Company, Goldfield, Iowa be passed and adopted.

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

e. It was moved by McFarland and seconded by Welch that Resolution No. 2022-020 releasing an Option for Purchase of City-Owned property in Southeast Development Park #2, Webster City, Iowa be passed and adopted.

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

f. It was moved by McFarland and seconded by Welch that request from Street Department Supervisor to seek bids for the purchase of a Bulk Water Station and authorization to purchase if the bids come in under budget be approved.

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

Brandon Bahrenfuss, Street Department Supervisor, was present and provided Council with specifics and benefits of the Bulk Water Station.

g. It was moved by Welch and seconded by McFarland that Resolution No. 2022-021 authorizing the Assistant City Manager to submit an application to the Iowa Economic Development Authority Downtown Housing Grant Program for the Development of 2-Two Bedroom Apartments at 637 2<sup>nd</sup> Street, Webster City, Iowa be passed and adopted.

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

Biridiana Bishop, Assistant City Manager, stated she would be assisting the Developer in writing/obtaining the grant. The Developer has agreed to the 25% local match and the City would not have any monetary obligations, other than the time in assisting with the submission of the Grant.

h. It was moved by McFarland and seconded by Welch that Resolution No. 2022-022 authorizing the City Manager to sign and execute Engagement Letter with PFM Financial Advisors, LLC, be passed and adopted.

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

City Manager Ortiz-Hernandez informed that this entity will be working with the Finance Director on different scenarios and models in budgeting and future planning.

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i. It was moved by Welch and seconded by McFarland that Resolution No. 2022-023 amending Resolution No. 2021-144 establishing Fees for Services by adding sections establishing Fees for Speeding Violations and Other Motor Vehicle Violations be passed and adopted.

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

City Attorney Chizek explained the reasoning for the changes of these violations being added to the City of Webster City Fee Schedule.

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

It was moved by McFarland and seconded by Welch that the following items (a-e collectively) be accepted and placed on file:

- a. City Manager Report for December 2021
- b. Inspection Department Report for December 2021
- c. Police Department Report for December 2021
- d. Nuisance Report for December 2021
- e. Fire Department Report for December 2021

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

**COUNCIL COMMITTEE REPORTS**

None brought forth.

**OTHER REPORTS AND RECOMMENDATIONS**

None brought forth.

It was moved by Welch and seconded by McFarland that Council meet in Closed Session to evaluate the performance of the City Manager, which is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session as provided by Chapter 21.5 I of the Code of Iowa.

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

Council went out of Open Session at 6:37 p.m.

Council took a short recess.

Council went into Closed Session at 6:48 p.m.

Council returned to Open Session at 7:10 p.m.

It was moved by Welch and seconded by McFarland that Council adjourn

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

The January 17, 2022 Regular City Council Meeting stood adjourned at 7:11 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk