

CITY COUNCIL MEETING MINUTES
Webster City, Iowa February 21, 2022 – 6:00 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on February 21, 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, Matt McKinney and Logan Welch. Currently there is one vacant council seat.

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 McFarland and seconded by Welch to approve the agenda.
ROLL CALL: Hawkins, McFarland, McKinney 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 Welch and seconded by McKinney that the following motion and Resolutions be approved and adopted collectively:

- a. That the meeting minutes of February 7, 2022 be approved.
- b. That Resolution No. 2022-031 approving Payroll for the period ending February 12, 2022 and paid on February 18, 2022, in the amount of \$171,079.08 be passed and adopted.
- c. That Resolution No. 2022-032 approving bills paid in the amount of \$430,559.95 be passed and adopted.

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

GENERAL AGENDA

- a. Janet Adams and Mark Dohms, on behalf of Arts R Alive, gave a presentation on the planned Kent Harfst Memorial to be placed on the hillside of Brewer Creek Park. They have presented to the Parks and Recreation Commission and the Planning and Zoning Commission and have approval from both. They provided information on the fundraising and construction of the Memorial and hope that it will be in place by Fall of this year.

It was moved by Welch and seconded by McFarland that the Planning and Zoning Commission Minutes of February 14, 2022 be accepted and placed on file.

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

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It was moved by Welch and seconded by McKinney that the request from Arts R Alive to place the Kent Harfst Memorial Sculpture in the Brewer Creek Park area be approved.

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

b. It was moved by McFarland and seconded by McKinney that the issuance of Beer and Liquor Licenses by the Iowa Department of Commerce be approved for the following:

1. Class C Beer Permit and Sunday Service
Doc's Stop, Inc., 407 Closz Drive
2. Class E Liquor License, Class C Beer Permit, Class B Wine Permit and Sunday Service, Hiway 20 Liquor & Tobacco, 1345 Second Street

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

c. It was moved by McKinney and seconded by McFarland to table the Agenda Item - Resolution on Appointment to fill the Vacancy of Council Seat for the City of Webster City, Iowa until the March 7, 2022 regular City Council Meeting.

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

Council Member McKinney mentioned that Council interviewed a good number of candidates and would like to explore the cost of a Special Election before moving forward with how to fill the vacancy. City Clerk Karyl Bonjour will contact the County Auditor and see if an estimate can be provided on the expense of a Special Election.

d. It was moved by Welch and seconded by McKinney that Resolution No. 2022-033 setting March 7, 2022 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa, for a Public Hearing for the purpose of considering the Maximum Tax Dollars from certain levies for the City of Webster City's proposed Fiscal Year 2022-2023 Budget, (33% - Option 1), be passed and adopted.

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

Dodie Wolfram, Finance Director, provided a background of the implementation of the max levy process now required by cities and informed Council of the details of the levy and the options presented.

e. It was moved by McFarland and seconded by Welch that the second reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019 by Amending Chapter 10 Article IV, pertaining to the Iowa Statewide Urban Design Standards for Public Improvements and the Iowa Statewide Urban Standard Specifications for Public Improvements Manuals be approved.

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

f. It was moved by Welch and seconded by McKinney that Resolution No. 2022-034 approving Amendment No. 17 to the On-Call Street Paving Specialist Agreement for Professional Services with Snyder & Associates, Inc., Ankeny, Iowa be passed and adopted.

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

g. It was moved by McFarland and seconded by Welch that Resolution No. 2022-035 accepting and approving Acquisition of Property generally located at 1417 Third Street in the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

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h. It was moved by Welch and seconded by McKinney that Resolution No. 2022-036 accepting and approving Acquisition of Property generally located at 909 Harding Court in the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

i. It was moved by Welch and seconded by McFarland that Resolution No. 2022-037 authorizing execution of Quit Claim Deed conveying City owned property located in Willson, Funk & Co's Addition, addressed as 921 James Street, Webster City, Iowa, to Russell E. Mourton II, be passed and adopted.

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

j. It was moved by Welch and seconded by McFarland that Resolution No. 2022-038 authorizing the City Manager to purchase a Tandem Axel Dump Truck from Housby Mack and a Dump Box with Hydraulics from Henderson Truck Equipment be passed and adopted.

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

Brandon Bahrenfuss, Street Department Supervisor and Cole Youngdale, City Mechanic, were present and provided details on the purchase. This purchase is in the 2022-2023 Capital Equipment Budget, but because of the large fleet shortage and lead time, pre-approval to order the truck and dump box is necessary.

k. It was moved by McKinney and seconded by McFarland that request from Street Department Supervisor to seek bids for a Hydraulic Power Unit and two Submersible Trash Pumps and authorization to purchase if the bids come in under budget be approved.

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

l. It was moved by Welch and seconded by McKinney that Resolution No. 2022-039 authorizing the City Manager to purchase a 2024 Altec Aerial Truck from Altec Industries, Inc., be passed and adopted.

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

City Manager Daniel Ortiz-Hernandez explained this request follows the same situation as the above truck for the Street Department in being proactive with an order being placed now, and delivery several months out.

m. It was moved by Welch and seconded by McFarland that Resolution No. 2022-040 authorizing the City Manager to award contract for flooring replacement at Electric Utility Shop located at 309 Third Street to DCD Concrete Coatings be passed and adopted.

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

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

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

- a. City Manager – January 2022 Report
- b. Inspection Department – January 2022 Report
- c. Police Department – January 2022 Report and 2022 YTD Report
- d. Fire Department – January 2022 Report

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

COUNCIL COMMITTEE REPORTS

None brought forth.

OTHER REPORTS AND RECOMMENDATIONS

None brought forth.

WORK SESSION – Discussion on Day Care in Webster City

City Manager Ortiz-Hernandez informed that this was an extension of the previous work session held recently where the Council provided a Bridge Grant to Webster City Day Care to help with operational expenses such as payroll. Since that session, additional financial information has been obtained and was presented to Council. The Day Care is continuing to work with CCR & R on grants, bylaws, rate structure and review of rates. Assistance in the form of a Bridge Loan or Gap Financing by the City, for the Center, has been discussed to cover upfront costs for capital repairs/improvements which would be reimbursed by grant monies once the repairs/improvements are completed. There is a deadline to meet in order to receive the grant and with the City's assistance, Webster City Day Care could move forward with getting these repairs/improvements taken care of. Ortiz-Hernandez informed Council they will likely see an agreement in regard to this assistance at the next regular Council meeting on March 7, 2022.

It was moved by Welch and seconded by McKinney 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: McFarland, McKinney, Welch and Hawkins voting aye.

Council went out of Open Session at 7:05 p.m.

A short recess was taken.

Council went into Closed Session at 7:08 p.m.

Council returned to Open Session at 7:43 p.m.

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

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

The February 21, 2022 regular City Council Meeting stood adjourned at 7:44 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk