

CITY COUNCIL MEETING MINUTES
Webster City, Iowa June 20, 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 June 20, 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 Mayor John Hawkins and the following Council Members: Abbie Hansen, Megan McFarland, Matt McKinney and Logan Welch.

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 McKinney to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

Mayor Hawkins thanked City Staff and volunteers who assisted with the City-Wide CleanUp/DropOff Event held on Friday, June 10th and Saturday, June 11th.

MINUTES, CLAIMS, REPORTS AND LICENSES

It was moved by Welch and seconded by McFarland that the following items be accepted and placed on file, or approved and adopted collectively:

- a. That the meeting minutes of June 6, 2022 be approved.
- b. That Resolution No. 2022-091 approving Payroll for the period ending June 4, 2022 and paid on June 10, 2022, in the amount of \$186,253.37 be passed and adopted.
- c. That Resolution No. 2022-092 approving bills paid in the amount of \$1,466,931.85 be passed and adopted.
- d. That the Financial Reports for April 2022 be accepted & placed on file.
- e. That the Manager Reports for May 2022 be accepted & placed on file.
- f. That the Inspection Department Reports for April 2022 be accepted & placed on file.
- g. That the Police Department Report for May 2022 be accepted & placed on file.
- h. Recommend approval for issuance of Beer and Liquor Licenses by the Iowa Department of Commerce for the following:
 1. Class C Liquor License and Sunday Service
Lomitas Mexican Restaurant, Inc., 500 Second Street
 2. Class B Beer Permit, Class C Native Wine Permit
Nik's Tippy Trailers – Boone, Iowa, for Webster City Market Nights
- i. Council Committee Reports – None brought forth.
- j. Other reports and recommendations – None brought forth.

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

GENERAL AGENDA

a. It was moved by Welch and seconded by Hansen that request from Chamber of Commerce seeking approval to allow Beer and Wine on the closed streets for Webster City Market Night events held on Thursdays, providing the Beer and Wine is provided by specific participating vendors registered with the Chamber for this event be approved.

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

Anna Woodward, Chamber Director, spoke to Council on the request. She stated that registered Webster City Market Night Vendors would be able to sell beer and wine to be allowed on the closed street with the requirement of naming the Chamber of Commerce and the City of Webster City as additional insureds on their insurance certificate.

b. It was moved by Welch and seconded by McKinney that the Second Reading of a proposed Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, by amending Chapter 22, Article II, Division 2, Section 22: Entitled Fire Regulations Fireworks be approved.

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

It was moved by Welch and seconded by McKinney that the Third Reading of a proposed Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, by amending Chapter 22, Article II, Division 2, Section 22: Entitled Fire Regulations Fireworks be waived.

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

It was moved by Welch and seconded by McFarland that Ordinance No. 2022-1860, a proposed Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, by amending Chapter 22, Article II, Division 2, Section 22: Entitled Fire Regulations Fireworks be passed and adopted.

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

c. It was moved by Welch and seconded by McFarland that Resolution No. 2022-093 authorizing the Mayor to Sign a Letter to Request an Amendment to the CDBG Revolving Loan Plan for Project #18-PI001 be passed and adopted.

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

Biridiana Bishop, Assistant City Manager, provided a background of the CDBG Revolving Loan Plan and stated that the City would like to use the remaining balance (\$47,540.76) for concrete panel replacement along the Boone River Trail.

d. It was moved by Hansen and seconded by McKinney that Resolution No. 2022-094 authorizing Cigarette/Tobacco/Nicotine/Vapor Permits for the 2022-2023 year be passed and adopted.

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

e. It was moved by Hansen and seconded by Welch that Resolution No. 2022-095 adopting Employee Pay Plan for 2022-2023 be passed and adopted.

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

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f. It was moved by McFarland and seconded by Hansen that Resolution No. 2022-096 authorizing the City Manager to sign Amendment No. 1 of Agreement No. A21.119239 with Bolton & Menk, Inc., Ames, Iowa, for the Wastewater Treatment Facility Improvement Project be passed and adopted.

ROLL CALL: Welch, Hansen, Hawkins, McFarland and McKinney voting aye. Assistant City Manager Bishop provided Council with specifics of the Amendment and informed that they would probably be seeing other amendments in the future as things progress on the Wastewater Treatment Plant Project.

g. It was moved by McKinney and seconded by Hansen that Resolution No. 2022-097 approving Change Order No. 1 to the 2020 Second Street Reconstruction Project with Rasch Construction, Inc., 1825 Johnson Avenue, Fort Dodge, Iowa in the amount of (-\$94,691.77) be passed and adopted.

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

It was moved by McFarland and seconded by Hansen that Resolution No. 2022-098 accepting work, authorizing of Final Payment of \$0.00 and release of retainage in the amount of \$41,525.00 in thirty (30) days to Rasch Construction, Inc., Fort Dodge, Iowa for completion of the 2020 Second Street Reconstruction Project be passed and adopted.

ROLL CALL: Hawkins, McFarland, McKinney, Welch and Hansen voting aye. John Haldeman of Snyder and Associates was present and explained the details of the adjustments in the Change Order presented.

h. Discussion was held on Second Street Concept and Trees in the Right-of-Way Policy. Staff is seeking guidance from Council on whether to allow trees in the Right-of-Way on sections of the new Second Street construction. John Haldeman of Snyder and Associates was present and provided drawings and suggestions of possible planters and trees and where they could be located to avoid possible infrastructure and heaving issues. Council directed staff to move forward on types of trees that could be planted as well as pros and cons of allowing the planting of trees or location of planters and possible costs incurred in the planting, lifespan of the trees/planters being considered and costs of annual maintenance and place on a future agenda once information is gathered.

i. It was moved by Welch and seconded by McFarland that Resolution No. 2022-099 authorizing the City Manager to accept the quote and authorization to purchase Two Portable Radios and One Mobile Radio in the amount not to exceed \$13,113.50 for the Fire Department from Motorola Solutions be passed and adopted.

ROLL CALL: McFarland, McKinney, Welch, Hansen and Hawkins voting aye. Chuck Stansfield, Fire Chief, was present and stated this is an ongoing process of switching the radio system from analog to digital by the year 2025, when analog service will no longer be in use.

j. It was moved by Hansen and seconded by McKinney that Resolution No. 2022-100, a resolution of the City Council, authorizing the City Manager to execute a Letter of Engagement for Legal Services with Brick Gentry P.C. be passed and adopted.

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

OTHER REPORTS

a. The City Council was previously given the City Attorney Report/Update from June 14, 2022 for review.

CLOSED SESSION

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

Council went out of Open Session at 6:38 p.m.

Council took a short recess.

Council went into Closed Session at 6:43 p.m.

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

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

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

The June 20, 2022 Regular City Council Meeting stood adjourned at 7:23 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk