

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa September 19, 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 September 19, 2022, upon call of the Mayor Pro Tem and the advance agenda. The meeting was called to order by Mayor Pro Tem Logan Welch and roll being called there were present in Council Chambers Mayor Pro Tem Logan Welch and the following Council Members: Abbie Hansen and Megan McFarland. Mayor/Council Member John Hawkins and Council Member Matt McKinney were absent.

*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 Hansen to approve the agenda.

ROLL CALL: Hansen, McFarland and Welch voting aye.

Mayor Pro Tem Logan Welch led the Pledge of Allegiance.

**PETITIONS – COMMUNICATIONS – REQUESTS**

Assistant City Manager Biridiana Bishop provided an update on the building at the intersection of Des Moines and First Street that is showing structural damage. The Property owner is aware and working with their insurance company. The City has taken the appropriate precautions by closing the sidewalk and streets necessary for safety reasons.

**PUBLIC INFORMATION**

None brought forth.

**MINUTES, CLAIMS, REPORTS AND LICENSES**

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

- a. That the meeting minutes of September 6, 2022 be approved.
- b. That Resolution No. 2022-144 approving Payroll for the period ending September 10, 2022 and paid on September 16, 2022, in the amount of \$189,973.11 be passed and adopted.
- c. That Resolution No. 2022-145 approving bills paid in the amount of \$1,232,799.42 be passed and adopted.
- d. 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, C & C's American Tap, 526 Second Street
  2. Class C Liquor License and Outdoor Service, American Legion Post 191, 726 Second Street
  3. Class C Liquor License, Outdoor Service and Sunday Service, Carpy's Biker Bar, 732 Second Street
  4. Class C Beer Permit and Sunday Service, LaPerla Jarocha, 611 Second Street (Store only)
- e. City Manager Reports – August 2022
- f. Police Department Report – August 2022
- g. Fire Department Report - August 2022
- h. Planning & Zoning Commission Minutes 9-12-22
- i. Hamilton County Solid Waste Agenda Packet – September
- j. Heart of Iowa Regional Housing Trust Agenda Packet – September 2022
- k. Council Committee Reports – None brought forth.
- l. Other reports and recommendations – None brought forth.

ROLL CALL: McFarland, Welch and Hansen voting aye.

**GENERAL AGENDA**

*6:01 p.m. Public Hearing*

a. September 19, 2022 at 6:01 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing to Amend the FY 23 Budget, the same was held. No written objections were received and no oral objections were presented.

It was moved by Hansen and seconded by McFarland that Budget Amendments for Fiscal Year July 1, 2022 – June 30, 2023 be approved.

ROLL CALL: Welch, Hansen and McFarland voting aye.

Dodie Wolfgram, Finance Director, explained the reason for the Amendments and rolling over unspent funds from FY 21-22 to FY 22-23 due to issues with supply chain and projects being completed.

*6:05 p.m. Public Hearing*

b. September 19, 2022 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposal to submit a Community Development Block Grant (CDBG) Application, to the Iowa Economic Development Authority to request funding for the 2022 Sanitary Sewer Rehabilitation Project, the same was held. No written objections were received and no oral objections were presented. Stacy Lentsch, Community Development Director and Linda Christianson, both from MIDAS Council of Government were in attendance and presented the following information during the Public Hearing:

**CITY OF WEBSTER CITY PUBLIC HEARING ON THE  
2022 CDBG SANITARY SEWER REHAB APPLICATION**

September 19, 2022 - 6:05 PM

**How the need for the proposed activities were identified.**

The City implemented a cleaning and televising program to regularly inspect their sanitary sewer system. Through this program, the City noticed increased issues with their system and hired an engineering firm, Snyder & Associates, to assess the sanitary sewer system and recommend improvements which need to be made to ensure the continued operation of the system.

**How the proposed activities will be funded and sources of funds.**

The City will apply for Community Development Block Grant (CDBG) funds from the Iowa Economic Development Authority (IEDA) and the balance will be paid with city funds.

**Date application will be submitted.**

Before 11:59 p.m. on October 1, 2022.

**Requested amount of Federal funds.**

The City will request \$600,000 in Federal funds from the IEDA CDBG Water/Sewer Fund.

**Estimated portion of Federal funds requested that would benefit persons of low and moderate income.**

The proposed project will benefit the entire City of Webster City. Since approximately 52% of the City's population is LMI, that is the estimated percentage that will benefit LMI persons. Approximately \$312,000 of CDBG funds will benefit LMI persons.

**Where the proposed activities will be conducted.**

The activities will take place throughout the City of Webster City.

**Plans to minimize displacement of persons and businesses as a result of funded activities.**

No permanent displacement of persons or businesses will occur.

**Plans to assist persons actually displaced.**

No permanent displacement of persons or businesses will occur.

**The nature of the proposed activities.**

The project will include approximately 10,330 feet of sewer main lining, approximately 235 feet of spot repairs, service connections, and some manhole repairs.

**The person(s) authorized to receive and respond to citizen proposals, questions and complaints concerning proposed or funded activities will be:**

Biridiana Bishop, Assistant City Manager, 400 2<sup>nd</sup> Street, Webster City, IA 50595 (515) 832-9151, email [bibishop@webstercity.com](mailto:bibishop@webstercity.com); Linda Christianson, MIDAS Council of Governments, 602 1<sup>st</sup> Avenue South, Fort Dodge, IA 50501 (515) 576-7183 ext. 215, email [cda@midascog.net](mailto:cda@midascog.net).

**The person(s) available and able to provide technical assistance to groups representing low- and moderate-income persons in preparing and presenting their proposals for the request and use of federal funds:**

MIDAS Council of Governments, 602 1<sup>st</sup> Avenue South, Fort Dodge, IA 50501 (515) 576-7183

A Community Development and Housing Needs Assessment was also conducted during the Public Hearing where Council Members discussed items from the previous Assessment done in 2015. Items were reviewed with additions and deletions made as well as ranking the items with a Low, Medium or High Priority.

Council Members were given two options in applying for the grant and Consensus of Council Members was to apply for the full amount of \$600,000 for the CDBG Grant. If not received, the Grant can be applied for again at a later date.

It was moved by McFarland and seconded by Hansen that Resolution No. 2022-146 authorizing MIDAS Council of Governments to submit a Community Development Block Grant (CDBG) Application, to the Iowa Economic Development Authority to request funding for the 2022 Sanitary Sewer Rehabilitation Project on behalf of the City of Webster City and Committing Local Match Funds for said Project be passed and adopted.

ROLL CALL: Hansen, McFarland and Welch voting aye.

Assistant City Manager Bishop also spoke on the details of the application for the Grant and the Project.

c. It was moved by Hansen and seconded by McFarland that Resolution No. 2022-147 setting October 17, 2022 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 the Lincoln Drive Reconstruction Project be passed and adopted.

ROLL CALL: McFarland, Welch and Hansen voting aye.

d. It was moved by McFarland and seconded by Hansen that Resolution No. 2022-148 accepting and executing easements from those listed herein in connection with the 2022 Electrical Underground Conversion Project be passed and adopted.

ROLL CALL: Welch, Hansen and McFarland voting aye.

e. It was moved by Hansen and seconded by McFarland that Resolution No. 2022-149 setting November 7, 2022 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 furnishing an Electric Power Transformer for Reisner Substation be passed and adopted.

ROLL CALL: Hansen, McFarland and Welch voting aye.

Assistant City Manager Bishop provided a brief background and details of items c, d, and e above.

f. It was moved by McFarland and seconded by Hansen that Resolution No. 2022-150 accepting and approving the Minor Subdivision Plat of Forrester Addition, Hamilton County, Iowa be passed and adopted.

ROLL CALL: McFarland, Welch and Hansen voting aye.

g. It was moved by McFarland and seconded by Hansen that the First Reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, by amending Chapter 10, Sec. 10-20 through 10-30, Pertaining to Building Codes be approved.

ROLL CALL: Welch, Hansen and McFarland voting aye.

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h. It was moved by Hansen and seconded by McFarland that Resolution No. 2022-151 approving the commitment of Matching Funds for an application for funding to the Iowa Finance Authority in support of the Heart of Iowa Regional Housing Trust fund in the maximum amount of \$7,401.00 be passed and adopted.

ROLL CALL: Hansen, McFarland and Welch voting aye.

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

ROLL CALL: McFarland, Welch and Hansen voting aye.

The September 19, 2022 regular City Council Meeting stood adjourned at 7:01 p.m.

Logan Welch, Mayor Pro Tem

Karyl K. Bonjour, City Clerk