

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa January 16, 2023 – 6:00 p.m.**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:03 p.m. following the Fair Housing Board Meeting on January 16, 2023, 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 and Megan McFarland. Matt McKinney and Logan Welch were absent.

*This meeting was Open to the Public 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, Hawkins and McFarland 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 McFarland and seconded by Hansen that the following motion and Resolutions be approved and adopted collectively:

- a. That the meeting minutes of January 3, 2023 be approved.
- b. That Resolution No. 2023-014 approving Payroll for the period ending December 31, 2022 and paid on January 6, 2023 in the amount of \$200,574.98 be passed and adopted.
- c. That Resolution No. 2023-015 approving bills paid in the amount of \$518,797.23 be passed and adopted.
- d. City Manager Reports– December 2022
- e. Police Department Report – December 2022
- f. Fire Department Report – December 2022
- g. Hamilton County Solid Waste Commission Agenda Packet for January 11, 2023
- h. Planning and Zoning Commission January 9, 2023 Minutes
- i. Recommend approval for issuance of Beer & Liquor Licenses by the Iowa Department of Commerce for the following:
  1. Renewal: Class E Retail Alcohol License (includes Sunday Sales)  
Casey’s General Store #3054, 700 Superior Street
- j. Council Committee Reports – None brought forth.
- k. Other reports and recommendations – None brought forth.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

**GENERAL AGENDA**

- a. Joanna Guhl, of Williams & Company P.C., presented on the 2021-2022 Audit for the City of Webster City, Iowa. She went over the auditors opinion and covered balances on various funds.

It was moved by McFarland and seconded by Hansen that the 2021-2022 City of Webster City Audit be accepted and placed on file.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

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**Public Hearings - 6:05 p.m.**

b. January 16, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on Proposed Amendment to the Webster City Riverview Urban Renewal Area, the same was held. No written objections were received and no oral objections were presented.

It was moved by McFarland and seconded by Hansen that Resolution No. 2023-016 to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Webster City Riverview Urban Renewal Area be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

c. January 16, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on Proposed Development Agreement with Peoples Credit Union, 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 Resolution No. 2023-017 Approving Development Agreement with Peoples Credit Union, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

Daniel Ortiz-Hernandez, City Manager, spoke on the above agenda items (b&c). He explained the reason for the expansion of the Riverview Urban Renewal Area and highlighted some of the conditions of the Agreement with Peoples Credit Union.

d. January 16, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for Furnishing Materials for the 2022 Electrical Underground Conversion Project, the same was held. No written objections were received and no oral objections were presented.

It was moved by McFarland and seconded by Hansen that Resolution No. 2023-018 authorizing the City Manager to execute purchase orders for the remaining materials needed for the 2022 Electrical Underground Conversion Project from Wesco and Resco be passed and adopted.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

Dedra Nerland, Public Works Management Assistant, provided the background of the bidding process and request to purchase materials for this project.

e. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-019 setting March 20, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing on proposed Specifications and proposed Form of Contract for the Advanced Metering Infrastructure Project be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

Biridiana Bishop, Assistant City Manager, provided highlights of the RFQ and specifics of the project.

f. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-020 on approval of final acceptance and payout in 30 days of 2022 Pool Slide Repair and Painting Project to JC Poland Painting, LLC – Des Moines, IA in the amount \$4,750.00 be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

Breanne Leshner, Assistant Parks & Rec/Public Grounds Director, gave a history of the project to date and informed that when the weather is conducive to running a final water test, it will be done and if there would be any issues, they would be covered under the contractor's warranty period.

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g. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-021 authorizing the Mayor to sign and execute Change Order No. 1 with Peterson Construction for the Water Treatment Facility Improvement Project be passed and adopted.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

Assistant City Manager Bishop explained that the project is waiting on some of the end components to arrive and the Change Order will not impact the cost of the project, only extend the working days of the contract.

h. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-022 authorizing the City Manager to purchase three Rotating Biological Contactor Drives from Motion Industries for the Wastewater Treatment Plant and to make necessary budget amendments be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

Nick Knowles, Water/Wastewater Supervisor, explained to Council the situation with the number of RBC's currently down and the importance of drives to be in working order.

i. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-023 setting February 20, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing to commence a Public Improvement Project to construct the Wastewater Treatment Facility Project and to acquire property for the project be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

Assistant City Manager Bishop informed Council the hearing for this item was originally scheduled for February 6, 2023, but has been rescheduled for February 20, 2023 at the same time of 6:05 p.m.

j. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-024 authorizing the City Manager to seek sealed bids and purchase for a new Breathing Air Compressor, Seven (7) Steel Cylinders, Rescue Packs and Components for the Webster City Fire Department be passed and adopted.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

Chuck Stansfield, Fire Chief, gave a history of the current compressor and the reasons for purchase of a new compressor and components.

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

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

The January 16, 2023 Regular City Council Meeting stood adjourned at 6:30 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk