

CITY COUNCIL MEETING MINUTES
Webster City, Iowa February 6, 2023 – 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 6, 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: Megan McFarland, Matt McKinney and Logan Welch. Council Member Abbie Hansen was 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 McKinney and seconded by McFarland to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

Tyler Anderson was present and introduced himself to Council as the new editor of the Daily Freeman Journal.

PUBLIC INFORMATION

Mayor John Hawkins administered the Oath of Office to new Police Officer, Ian Holcombe.

MINUTES AND CLAIMS

It was moved by McKinney and seconded by Welch that the following motion and Resolutions (a-f) be approved and adopted collectively:

- a. That the meeting minutes of January 16 and January 30, 2023 be approved.
- b. That Resolution No. 2023-025 approving payroll for the period ending January 14, 2023 and paid on January 20, 2023 in the amount of \$187,126.05 be passed and adopted.
- c. That Resolution No. 2023-026 approving payroll for the period ending January 28, 2023 and paid on February 3, 2023 in the amount of \$202,518.55 be passed and adopted.
- d. That Resolution No. 2023-027 approving bills paid in the amount of \$1,049,301.74 be passed and adopted and the Fund List be approved.
- e. That Resolution No. 2023-028 approving Cigarette/Tobacco/Nicotine/Vapor Permit for Hiway 20 Liquor & Tobacco, 1345 Second Street – (Ownership change) be passed and adopted.
- f. Recommend approval for issuance of Beer & Liquor Licenses by the Iowa Department of Commerce for the following:
 - Class B Retail Alcohol License (now includes Sunday Sales)
Dollar General Store #2421, 814 Superior Street
 - Class E Retail Alcohol License (now includes Sunday Sales)
Hiway 20 Liquor & Tobacco, 1345 Second Street – Ownership Change
- g. Council Committee Reports-None brought forth
- h. Other reports and recommendations-None brought forth.

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

GENERAL AGENDA

- a. The Public Hearing to commence an Improvement Project to construct the Wastewater Treatment Facility Project and to Acquire Property for the Project was cancelled and reset for February 20, 2023 at 6:05 p.m.

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b. Andy Swisher and Chase Cutler from HR Green, Johnston, Iowa shared a Power Point Presentation and Overview of the Traffic and Safety TEAP (Traffic Engineering Assistance Program) Study around the Schools in Webster City. They provided both short term and long term suggestions/solutions to some of the safety points discussed in the study.

It was moved by McFarland and seconded by McKinney to Accept Traffic Engineering Assistance Program Study as presented by HR Green, Johnston, Iowa.

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

c. It was moved by McFarland and seconded by Welch that Resolution No. 2023-029 authorizing the Mayor to sign and execute Enhance Hamilton County Fiscal Sponsorship Request to Establish a Webster City Area Chamber of Commerce Fund be passed and adopted.

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

Anna Woodward, Chamber Director, was present to inform Council on the Sponsorship Request.

d. It was moved by Welch and seconded by McKinney that Resolution No. 2023-030 accepting and approving acquisition of property generally located at 1112 Third Street in the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

e. It was moved by Welch and seconded by McFarland that Resolution No. 2023-031 authorizing the Mayor to sign Amendment No. 2 of Agreement No. A21.119239 with Bolton & Menk, Inc., Ames, Iowa for the Wastewater Treatment Facility Improvement Project be passed and adopted.

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

Biridiana Bishop, Assistant City Manager, provided specifics and not to exceed amount of the Amendment to Council.

f. It was moved by Welch and seconded by McFarland that Resolution No. 2023-032 authorizing the Mayor to sign and execute Amendment No. 25 with Snyder and Associates to Provide Additional Professional Services for the On-Call Street Paving Specialist Agreement needed for the Splash Pad Project be passed and adopted.

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

Breanne Leshner, Recreation and Public Grounds Director, informed Council the cost of the services would be paid out of the budgeted amount for this project and that staff is researching and applying for grants to also help fund the Splash Pad Project.

g. It was moved by Welch and seconded by McKinney that Resolution No. 2023-033 authorizing the Mayor to Sign and Execute Sub-Award Agreement No. HMGP-DR-4483-0022 with Iowa Department of Homeland Security and Emergency Management be passed and adopted.

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

Assistant City Manager Bishop explained this was the next step in accepting the grant (FEMA funding) for the backup generators for the lift stations.

h. It was moved by McFarland and seconded by McKinney that Resolution No. 2023-034 authorizing the City Manager to Purchase a New Windows 11 Computer, Allen-Bradley Panelview , and upgraded SCADA from Automatic Systems Company be passed and adopted.

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

Nick Knowles, Water/Wastewater Superintendent, spoke to council on the request to purchase the new equipment needed to update the SCADA system.

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i. It was moved by Welch and seconded by McFarland that Resolution No. 2023-035 approving the City Manager's participation in Harvard University's John F. Kennedy School of Government Senior Executive in State and Local Government Program June 5, 2023 through June 23, 2023 in Cambridge, Massachusetts be passed and adopted.

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

Daniel Ortiz-Hernandez, City Manager, spoke to Council on the request and informed that Assistant City Manager Bishop would be acting City Manager in his absence .

j. It was moved by Welch and seconded by McFarland that Resolution No. 2023-036 setting February 20, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa as the time and place for a Public Hearing on a proposed Offer to Purchase City Owned Property located on 1317 Beach Street in Webster City, Iowa be passed and adopted.

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

City Manager Ortiz-Hernandez informed Council this was in regard to Webster City Day Care and the remodeling they are wanting to complete. City Attorney is working on modifying the agreement.

OTHER ITEMS

a. The City Attorney Report/Updates from December 2022 and January 2023 were previously given to Council for review.

b. Reminder was given on the Work Session with Board of Supervisors scheduled for February 9, 2023 at 6:00 p.m. in Council Chambers at City Hall on Wilson Brewer Historic Park.

CLOSED SESSIONS

It was moved by Welch and seconded by McKinney that Council meet in Closed Session for the following:

a. For the purpose of holding a strategy meeting in connection with collective bargaining with the Fire Department Unit, as authorized by Chapters 20.17 and 21.5 of the Iowa Code.

b. To evaluate the performance of the City Clerk, 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: Welch, Hawkins, McFarland and McKinney voting aye.

Council went out of Open Session at 6:54 p.m.

Council took a five-minute recess.

Council went into Closed Session at 6:59 p.m.

Council returned to Open Session at 7:26 p.m.

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

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

The February 6, 2023 Regular City Council Meeting stood adjourned at 7:27 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk