

CITY COUNCIL MEETING MINUTES
Webster City, Iowa April 3, 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 April 3, 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, Megan McFarland, Matt McKinney and Logan Welch.

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, McFarland, McKinney and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

Brady Hartmann spoke on his request to clarify building code regulations as it pertains to larger and smaller buildings; when an engineer, architect and/or plans and specifications are needed. He inquired on what is standard practice, and also brought up the possibility of having a matrix like other cities.

Wendy Clemens, owner of the American Tap, and Mandy Jones spoke on their request to close either the 500 block of Second Street or the Public Parking area behind the business for a fundraiser to be held August 26, 2023. They have been working with the City Clerk and want to move forward with their plans. Council didn't see a problem with the request and it will be placed on the next agenda for Council action.

PUBLIC INFORMATION

None brought forth.

MINUTES AND CLAIMS

It was moved by Welch and seconded by McFarland that the following motion(s) and Resolution(s) (a-c) be approved and adopted collectively:

- a. That the meeting minutes of March 20 and March 27, 2023 be approved.
- b. That Resolution No. 2023-065 approving payroll for the period ending March 25, 2023 and paid on March 31, 2023 in the amount of \$190,714.74 be passed and adopted.
- c. That Resolution No. 2023-066 approving bills paid in the amount of \$446,733.92 be passed and adopted and the Fund List be approved.
- d. Council Committee Reports-None brought forth.
- e. Other reports and recommendations-None brought forth.

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

GENERAL AGENDA

Public Hearing – 6:00 p.m.

a. March 20, 2023 at 6:00 p.m. in Council Chambers at City Hall, Webster City, Iowa being the time and place 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 2023-2024 budget, the same was held. No written objections were received and no oral objections were presented.

It was moved by McKinney and seconded by Welch that Resolution No. 2023-067 approving the Maximum Tax Dollars from Certain Levies for the City's Proposed Fiscal Year 2023-24 Budget be passed and adopted.

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

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Daniel Ortiz-Hernandez, City Manager and Dodie Wolfgram, Finance Director provided a handout and explained details on the maximum tax dollars and certain levies.

Public Hearing – 6:05 p.m.

b. April 3, 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 proposal to enter into a General Obligation Loan Agreement and providing for the levy of taxes to pay the same, the same was held. No written objections were received and no oral objections were presented.

It was moved by Welch and seconded by McKinney that Resolution No. 2023-068 taking additional action on proposal to enter into a General Obligation Loan Agreement and providing for the levy of taxes to pay the same, be passed and adopted.

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

City Manager Ortiz-Hernandez explained there is a deficit in the General Fund. After discussion with the City's Bond Counsel, a pre-levy was determined to be an option. This will be done for a one-year period with amount not to exceed \$300,000.

Public Hearing – 6:05 p.m.

c. April 3, 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 for the Advanced Metering Infrastructure Project, 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. 2023-069 approving and confirming Plans and Specifications and proposed Form of Contract and Estimate of Cost for Construction of Advanced Metering Infrastructure Project and authorizing the City Manager to finalize and execute services agreement with Municipal Supply, Inc., Des Moines, Iowa for the not to exceed amount of \$3,400,000.

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

Biridiana Bishop, Assistant City Manager, reminded Council that this item was on the Goal Setting List and explained the bidding process that staff went through. She also provided information on the concept of the Electric and Water metering, which includes a remote shut off feature. She informed that an Agreement will be prepared for signatures.

Dan Ashworth, Municipal Supply, Inc. of Des Moines gave a detailed power point presentation on how the Electric and Water Metering System works.

d. It was moved by Welch and seconded by McFarland that a motion setting April 17, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing on the proposed 2023-2024 Budget using the Option 2 Resolution setting the Pre-levy at 19.69231, be approved.

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

Finance Officer Wolfgram and City Manager Ortiz-Hernandez provided details on the options presented.

It was moved by McFarland and seconded by Hansen that a motion setting April 17, 2023 at 6:05 p.m. in Council Chambers at City Hall, Webster City, Iowa for a Public Hearing for 2023-2024 Capital Improvement Budget and 2023-2024 through 2027-2028 Capital Improvement Plan be approved.

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

e. It was moved by Welch and seconded by McKinney that Resolution No. 2023-070 authorizing the Mayor to Sign and Execute Agreement with Schlotfeldt Engineering, Inc. to provide Additional Professional Services needed for the 2023 Wilson Brewer Courthouse Structural Improvement Project be passed and adopted

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

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Assistant City Manager Bishop spoke on the background of the original agreement in 2019 and that an additional amount is needed to complete the project. She provided information on the cancellation of the first bid letting due to material supply issues and provided an update on funding for the project.

f. It was moved by Welch and seconded by McFarland that Resolution No. 2023-071 setting May 15, 2023 at 6:05 p.m. in Council Chambers at City Hall for a public hearing on proposed Plans and Specifications and proposed Form of Contract and Estimate of Cost for Construction of the 2023 Wilson Brewer Courthouse Structural Improvement Project be passed and adopted.

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

Assistant City Manager Bishop advised the new construction cost would be \$215,000.

g. Authorize the Mayor to sign and execute Amendment No. 17B with Snyder and Associates to provide Additional Professional Services needed for the Fair Meadow Drive Project and Authorizing use of Bond Proceeds to pay for the Project .

City Manager Oritiz-Hernandez advised Council that staff is still working with Kwik Star on easements and would like to table this to the next meeting scheduled for April 20, 2023.

h. It was moved by Hansen and seconded by McFarland that Resolution No 2023-072 accepting bid from Sandry Fire Supply, LLC for a new Breathing Air Compressor, 7 Steel Cylinders, Rescue Packs and Components and authorizing City Manager to purchase said equipment in the amount of \$70,500.00 for the Webster City Fire Department and make necessary Budget Amendments, be passed and adopted.

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

Fire Chief Chuck Stansfield provided details on this equipment purchase.

i. Discussion was held on the annual Webster City Clean-Up/Drop-Off Event. Consensus of the Council was to hold the event on June 9-10, 2023.

4. OTHER ITEMS

a. The City Attorney Report/Update of March 29, 2023 was previously given to Council for review.

5. CLOSED SESSION

It was moved by McFarland and seconded by McKinney that Council meet in Closed Session to discuss information relevant to the provision of electric service by the City Utility as per Iowa Code Chapters 21.5a, 22.7 3 & 6, and 388.9 pertaining to confidential and competitive information in records.

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

Council went out of Open Session at 7:09 p.m.

A short recess was taken.

Council went into Closed Session at 7:15 p.m.

Council returned to Open Session at 7:44 p.m.

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

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

The April 3, 2023 Regular City Council Meeting stood adjourned at 7:45 p.m.