

CITY COUNCIL MEETING MINUTES
Webster City, Iowa May 15, 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 May 15, 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

None brought forth.

PUBLIC INFORMATION

None brought forth.

MINUTES AND CLAIMS

It was moved by Hansen and seconded by McKinney that the following motion(s) and Resolution(s) (a-i) be approved and adopted collectively:

- a. That the meeting minutes of May 1 and May 8, 2023 be approved.
- b. That Resolution No. 2023-088 approving payroll for the period ending May 6, 2023 and paid on May 12, 2023 in the amount of \$193,826.32 be passed and adopted.
- c. That Resolution No. 2023-089 approving bills paid in the amount of \$939,557.18 be passed and adopted and the Fund List be approved.
- d. That the Manager Reports for April 2023 be accepted and placed on file.
- e. That the Police Department Report for April 2023 be accepted and placed on file.
- f. That the Fire Department Report for April 2023 be accepted and placed on file.
- g. That the Traffic Study Committee Minutes of May 8, 2023 be accepted and placed on file.
- h. That the Hamilton County Solid Waste May Agenda Packet - May 10, 2023 be accepted.
- i. That the issuance of Beer & Liquor Licenses by the Iowa Department of Commerce for the following be approved:

Class C Retail Alcohol License, GWR Enterprises, LTD (The Links at Webster City) 405 N Des Moines St.

Class E Retail Alcohol License, Hy-Vee, Inc., 823 2nd St.

Class E Retail Alcohol License, Casey's General Store #1828, 1300 2nd St.

5-Day Special Class C Retail Alcohol License for the Thirsty Pig, Madrid, Iowa – for Junquefest event to be held May 26 and 27, 2023 at Hamilton County Fairgrounds.

Amendment – Additional Outdoor Service – Seneca Street Saloon for Beer Garden and Street Dance to be held on July 1, 2023.

j. Council Committee Reports-None brought forth.

k. Other reports and recommendations-None brought forth.

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

GENERAL AGENDA

c. It was moved by McKinney and seconded by Hansen that Resolution No. 2023-090 authorizing the Community Development Director to seek bids for Demolition of Five Acquired Unsafe Properties and authorizing the City Manager to sign and execute an Agreement with the lowest responsible bidder in an amount not to exceed \$140,000 be passed and adopted.

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

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Ariel Bertran, Community Development Director, provided a history and issues of the properties to be demolished.

Public Hearings - 6:05 p.m.

a. May 15, 2023 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing to Amend the FY23 Budget, the same was held. No written objections were received and no oral objections were presented.

It was moved by McFarland and seconded by Welch that Resolution No. 2023-091 adopting the Budget Amendment for Fiscal Year Ending June 30, 2023 be passed and adopted.

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

Dodie Wolfram, Finance Director, was present to answer any questions on the proposed amendments.

b. **Hearing Cancelled:** 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. This hearing was moved to the June 5, 2023 regular City Council Meeting. Notice of new public hearing date will be published on May 19, 2023.

d. It was moved by Welch and seconded by McFarland that Resolution No. 2023-092 authorizing the Mayor to execute and sign the Agreement from Veenstra & Kimm Inc. for Interim Plan Review of Residential, Commercial and Industrial Projects within City Limits be passed and adopted.

Community Development Director Bertran provided a summary of the proposed agreement.

e. It was moved by Hansen and seconded by McKinney that Resolution No. 2023-093 authorizing the Line Department Supervisor to purchase Two (2) Traffic Signal Sensor Replacements from Traffic and Transportation Products, Limited in an amount not to exceed \$40,000 be passed and adopted.

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

Adam Dickinson, Line Department Supervisor, explained that these Sensors have been needed for a period of time and are part of the FY23-24 Budget.

f. It was moved by Welch and seconded by McFarland that Resolution No. 2023-094 accepting the 2021 HMA Street Improvement Project and Authorizing Final Payout to Heartland Asphalt, Inc. be passed and adopted.

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

Biridiana Bishop, Assistant City Manager, informed Council that a Change Order for quantity adjustments was included in this item, which reduced the original contract price. The punch list has been completed and the project is ready to closeout.

g. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-095 authorizing the Mayor to sign and execute Amendment No. 20A with Snyder and Associates, Inc. for Sanitary Sewer Rehabilitation be passed and adopted.

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

Brandon Bahrenfuss, Street Department Supervisor, gave details of the services needed from Snyder and Associates, Inc. for this Rehabilitation Project.

h. It was moved by Hansen and seconded by Welch that Resolution No. 2023-096 authorizing the Mayor to sign Task Order No. 5, No. 6 and No.7 with DGR Engineering, Inc. for Professional Engineering Services be passed and adopted.

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

Assistant City Manager Bishop summarized the services provided in the Task Orders identified in the Electric System Study.

i. It was moved by Hansen and seconded by McFarland that the First Reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Amending Chapter 46 Pertaining to Traffic Control Devices be approved.

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

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Derrick Drube, Right of Way Inspector and Secretary for the Traffic Study Committee, informed Council that an inventory of stop signs throughout the City was conducted and this section of the City Code needed to be brought up to date with the addition of signs in place but not noted in the Code, addition of signs needed to be placed and removal of signs not necessary at this time.

j. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-097 establishing an Additional Persons With Disabilities Parking Area in the Central Business District be passed and adopted.

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

Right of Way Inspector and Traffic Study Committee Secretary Drube informed that the initial request was brought to the Traffic Study Committee by Leon's and found this location to be the best solution to add the Parking area.

k. It was moved by McKinney and seconded by Hansen that Resolution No. 2023-098 authorizing the Mayor to sign and execute a Wastewater Services Agreement with Mertz Engineering, Inc. be passed and adopted.

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

Assistant City Manager Bishop informed Council of one possible revision to the agreement and that the two-year term for the agreement would start the date the agreement was signed, not the date of the meeting.

l. It was moved by McKinney and seconded by Hansen that request from Seneca Street Saloon to close a section of Seneca Street (900 Block) from the south side of the alley south to Bank Street from noon on July 1, 2023 to 2:00 a.m. on July 2, 2023 for a Beer Garden and Live Music Event be approved.

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

Karyl Bonjour, City Clerk, has been working with the owners in the organization of this event.

m. It was moved by Welch and seconded by McFarland that Resolution No. 2023-099 authorizing the Public Works Management Assistant to seek Proposals for the Delivery of Bulk Fuel and Authorizing the City Manager to enter into an Agreement with the lowest responsible bidder be passed and adopted.

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

Dedra Nerland, Public Works Management Assistant, gave a history of the City's fuel purchases and outlined details of the request for proposal.

n. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-100 charging off from Active Accounts Receivable Delinquent Final Utility Bills and Department Charges be passed and adopted.

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

Finance Director Wolfgram informed Council that this is an item brought to them annually for approval.

o. It was moved by Welch and seconded by McKinney that the First Reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019 by Adding Sections 46-415 through 46-420 Pertaining to Automated Traffic Enforcement to Chapter 46, Article IX, Division 2 be approved.

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

Daniel Ortiz-Hernandez, City Manager, explained these additions to the City Code were necessary as a follow-up of executing the agreement with Sensys Gatsco for the Automatic Traffic Cameras and verified the locations they would be installed.

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

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

The May 15, 2023 Regular City Council Meeting stood adjourned at 6:35 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk