

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa    October 16, 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 October 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 Matt McKinney. Council Members Megan McFarland 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 McKinney and seconded by Hansen to approve the agenda.

ROLL CALL:        Hansen, Hawkins and McKinney voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

Council Member McFarland joined the meeting at 6:03 p.m.

**PETITIONS – COMMUNICATIONS – REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

Mayor Hawkins administered the Oath of Office to new Police Officer Ciara Sturm.

**MINUTES, CLAIMS, REPORTS, LICENSES, REQUESTS**

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

- a.        That the meeting minutes of October 2, 2023 be approved.
- b.        That Resolution No. 2023-175 approving payroll for the period ending October 7, 2023 and paid on October 13, 2023 in the amount of \$208,446.43 be passed and adopted.
- c.        That Resolution No. 2023-176 approving bills paid in the amount of \$371,850.86 be passed and adopted and the Fund List be approved.
- d.        That the Finance Reports for July 2023, August 2023 and September 2023 be accepted and placed on file.
- e.        That the City Manager Reports for September 2023 be accepted and placed on file.
- f.        That the Police Department Report for September 2023 be accepted and placed on file.
- g.        That the Fire Department Report for September 2023 be accepted and placed on file.
- h.        That the Hamilton County Solid Waste Commission Agenda Packet for October 11, 2023 be accepted and placed on file.
- i.        Council Committee Reports – None brought forth.
- j.        Other reports and recommendations – None brought forth.

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

**GENERAL AGENDA**

**Public Hearing 6:05**

- a. October 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 Proposal to dispose of City-Owned Right-of-Way on Third Street lying West of Fair Avenue, the same was held. No written objections were received and no oral objections were presented.

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It was moved by McFarland and seconded by Hansen that Resolution No. 2023-177 authorizing the Disposal of City-Owned Right-Of-Way on Third Street lying West of Fair Avenue, contingent on agreement between Kwik Star and City of Webster City addressing development concerns of the City of Webster City, be passed and adopted.

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

Ariel Bertran, Community Development Director went over the process leading up to the disposal request. Daniel Ortiz-Hernandez, City Manager, provided additional details of the development by Kwik Star for this area and presented concerns City Staff has regarding traffic and proposed plans. Ortiz-Hernandez recommended that an agreement be drafted to address the issues as part of the approval of the disposal of the City-Owned Right-of-Way.

b. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-178 authorizing the Director of Parks and Recreation to seek bids for materials associated with the Splash Pad Project, authorizing the Splash Pad Committee to select best proposal, and authorizing the Mayor to Sign and Execute the purchase order be passed and adopted.

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

Breanne Leshner, Park & Recreation/Public Grounds Director, provided a history of the project, the fundraising to date and the future process moving forward with the project. Council Member McKinney voiced concerns of the split bidding of materials and construction costs at different times due to the fact that the city would obtain materials and when construction bids are obtained at a later date, they may come in at a higher cost than estimated which could effect the amount the city would be contributing to complete the project.

c. It was moved by McKinney and seconded by Hansen that Resolution No. 2023-179 authorizing the Mayor to Sign and Execute Change Order No. 1, Sign and Execute Change Order No. 2, Sign and Execute Change Order No. 3 and Approve Pay Application No. 4 for the Lincoln Drive Reconstruction Project be passed and adopted.

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

Derrick Drube, ROW Inspector, provided an explanation of the three change orders and request for payment to Doyle Construction for work completed to date.

d. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-180 setting November 20, 2023 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 Fair Meadow Drive Reconstruction Project be passed and adopted.

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

Biridiana Bishop, Assistant City Manager, gave specifics on the proposed project.

e. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-181 authorizing Street Department Supervisor to make CIPP Line Repairs to the Sanitary Sewer Collections System by Hydro-Klean with a not to exceed amount of \$300,000 be passed and adopted.

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

Brandon Bahrenfuss, Street Department Supervisor, explained the process and positive aspects of the CIPP lining by Hydro-Klean.

f. It was moved by Hansen and seconded by McKinney that Resolution No. 2023-182 authorizing the Street Department Supervisor to Execute a Contract with DENCO Highway Construction for Crack Sealing be passed and adopted.

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

Street Department Supervisor Bahrenfuss explained this annual maintenance of streets and also informed Council that this maintenance will be done in-house in the future.

g. It was moved by McFarland and seconded by McKinney that Resolution No. 2023-183 authorizing the City Manager to sign and execute a purchase order for Repairs to the Street Department 938M Wheel Loader be passed and adopted.

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

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Street Department Supervisor Bahrenfuss provided Council with two options for repair. Discussion was held on both options with Council approving the option presented to them in the Resolution.

h. It was moved by McKinney and seconded by McFarland that Resolution No. 2023-184 authorizing the Mayor to sign and execute an Agreement with SCS Engineering for professional engineering services needed to apply for IDNR Permits and authorizing the Mayor to sign and execute a Purchase Order with Air Burners, Inc. be passed and adopted.

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

Daniel Ortiz-Hernandez, City Manager, informed Council this was to follow-up with direction given to staff at a previous Council Meeting. It was also determined that at this time the Green Waste Site will remain closed to the public in the acceptance of any limbs, branches, logs or tree waste.

i. It was moved by Hansen and seconded by McKinney that Resolution No. 2023-185 authorizing the Mayor to sign and execute Agreement with Allender Butzke Engineering, Inc. for Professional Engineering Services associated with the Wastewater Treatment Plant Project be passed and adopted.

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

Biridiana Bishop, Assistant City Manager, spoke on the purpose of the agreement.

j. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-186 authorizing the Mayor to sign and execute an Amendment to the Original Agreement with Brewer Engineering Consultants, PLC to Provide Additional Engineering Services needed to upgrade the City Hall HVAC System be passed and adopted.

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

Assistant City Manager Bishop gave details of the needed upgrades and the Amendment needed to proceed with the City Hall HVAC System Project.

k. It was moved by McFarland and seconded by McKinney that Resolution No. 2023-187 authorizing the City Manager to issue a Request for Quote for the 69 kV Transmission Line Relocation Project be passed and adopted.

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

Assistant City Manager Bishop spoke on the process of the Request for Quotes on this project.

l. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-188 accepting and executing Easement with Shiva Real Estate, LLC for the new Wastewater Treatment Plant Project be passed and adopted.

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

m. A discussion was held on Van Diest Supply Water Service Request. City Manager Ortiz-Hernandez informed Council that Van Diest Supply is looking to improve their Water Service and needs for Fire Suppression. An option of building a water tower in the current area of the City-Owned Booster Pump Station has been a consideration of the company. Staff is looking for direction on how to proceed on discussions with Van Diest Supply on the options presented. Consensus of Council was to move forward with discussion on selling the parcel of land to Van Diest Supply.

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

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

The October 16, 2023 Regular City Council Meeting stood adjourned at 7:14 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk