

CITY COUNCIL MEETING MINUTES
Webster City, Iowa November 20, 2023 – 5:30 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 5:30 p.m. on November 20, 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 Hansen and seconded by McFarland to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

It was moved by McKinney and seconded by Hansen that the Council meet in Closed Session to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when 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: Hawkins, McFarland, McKinney, Welch and Hansen voting aye.

Council went into Closed session at 5:31 p.m.

Council returned to Open Session at 6:08 p.m.

Council Member Megan McFarland left the meeting following the closed session at 6:08 p.m.

A short recess was taken to set up audio/streaming for remainder of the meeting.

PETITIONS – COMMUNICATIONS – REQUESTS

Mayor Hawkins gave a proclamation declaring December 2, 2023 as FIRST LEGO League Day in Webster City. Mark Murphy, Julie Pagel and Cathy Dingman were present for the proclamation.

PUBLIC INFORMATION

Mayor Hawkins announced that the Turkey Trot will be held Thursday, November 23, 2023 at 9:00 a.m.

MINUTES, CLAIMS, REPORTS, LICENSES, REQUESTS

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

- a. That the meeting minutes of November 6, 2023 be approved.
- b. That Resolution No. 2023-210 approving payroll for the period ending November 4, 2023 and paid on November 10, 2023 in the amount of \$211,021,32 be passed and adopted.
- c. That Resolution No. 2023-211 approving bills paid in the amount of \$592,867.14 be passed and adopted and the Fund List be approved.
- d. That the City Manager Reports for October 2023 be accepted and placed on file.
- e. That the Police Department Activity and Speed Camera Reports for October 2023 be accepted and placed on file.
- f. That the Fire Department Report for October 2023 be accepted and placed on file.
- g. That the Hamilton County Solid Waste Commission Agenda Packet for November 8, 2023 be accepted and placed on file.

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h. That the issuance of Beer & Liquor Licenses by the Iowa Department of Commerce be recommended for the following:

New Class C Retail Alcohol License and Outdoor Service, GWR Enterprises, LTD/Webster City Country Club, 405 North Des Moines Street – under new ownership, tentative effective date 1/1/2024
Renewal of Class B Retail Alcohol License – Kwik Star #924, 505 Fair Meadow Drive
Renewal of Class C Retail Alcohol License – Wildcat Products, LLC/Wildcat Distilling Co.,
626 Second Street

Amendment to Class E Retail Alcohol Licenses for BW Gas & Convenience Retail, LLC (Yesway #1018 and Yesway #1021) – Ownership Updates

i. Council Committee Reports – None brought forth.

j. Other reports and recommendation – None brought forth.

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

3. GENERAL AGENDA

a. Greg Sindt and Andrew Sindt of Bolton and Menk were in attendance and gave a presentation and update on the Wastewater Treatment Plant Project and next steps to move forward with the project. They provided a Power Point presentation using graphics showing the processes of the New Wastewater Plant. The project is in the final design stage and they are following through with the facilities plan. Easements have been obtained for the Force Main Route and the Project will be going to bid April 2024 with a tentative completion date of December 2026. Jerry Klobberdanz, 820 Cedar Street, inquired on daily and peak flows of the current plant and proposed new plant capacity.

b. Chris Kehoe, The Trash Man, LLC, was present and provided pictures and explained the new recycling process using single stream collection vehicles. Kehoe advised that the company is excited to continue providing services to Webster City with the new operations and contract. Glen Pigman and Adison Kehoe, employees for The Trash Man, LLC also spoke to Council on this agenda item.

c. 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 amending Chapter 48 pertaining to Water System Rates be approved.

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

Dodie Wolfgram, Finance Director, informed Council that currently the revenues are not meeting the operational and maintenance/repair needs of the Water Plant. Handouts were provided to Council with proposed increases discussed at the Work Session held on November 14, 2023. Upon passage of the Ordinance, the first increase would take place in January, 2024.

Public Hearing 6:05

d. November 20, 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 Construction of the Fair Meadow Drive Reconstruction Project, the same was held. No written objections were received and no oral objections were presented.

It was moved by Hansen and seconded by Welch that Resolution No. 2023-212 finally approving and confirming Plans, Specifications and Form of Contract and Estimate of Cost for the Fair Meadow Drive Reconstruction Project and awarding contract to Castor Construction in the amount of \$1,902,920.90 and Committing Necessary Funds to complete the Project be passed and adopted.

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

Brandon Bahenfuss spoke on the project, the bids received, overall cost of the project and awarding of contract.

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e. It was moved by Welch and seconded by Hansen that Resolution No. 2023-213 setting January 2, 2024 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 2024 HMA Street Improvements Project be passed and adopted.

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

Derrick Drube, Right of Way Inspector, spoke on the project.

f. A request from the Webster City Community Theatre to help with funding to bring the corner of Bank Street and Willson Avenue up to ADA compliance was discussed. Doug Getter representing the Webster City Community Theatre spoke on behalf of the Community Theatre. Anne Blankenship, Angela Rottering, and Loween Getter of the Theatre were also present. City Manager Daniel Ortiz-Hernandez spoke on the regulations in the City Code concerning sidewalk maintenance. Options for this type of request were considered and was suggested to designate a certain amount to help fund such requests in the future with a cap amount being set per request. City Attorney Zach Chizek will prepare information and bring back to Council for consideration.

g. It was moved by Welch and seconded by Hansen that Resolution No. 2023-214 authorizing the Mayor to Sign and Execute an Agreement with Karian Peterson Power Line Contracting, LLC in an amount of \$249,525 for the 69kV Transmission Line Relocation Project be passed and adopted.

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

City Manager Ortiz-Hernandez provided information to Council on the agreement.

h. It was moved by Welch and seconded by McKinney that Resolution No. 2023-215 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: Hansen, Hawkins, McKinney and Welch voting aye.

Derrick Drube gave details on the Agreement.

i. It was moved by Welch and seconded by McKinney that Resolution No. 2023-216 authorizing the Mayor to Sign and Execute Public Utility Easement in connection with the development by Kwik Trip, Inc., located at 505 Fair Avenue, Webster City, Iowa, subject to the correction of the legal description, be passed and adopted.

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

Ariel Bertran, Community Development Director and City Attorney Chizek outlined the details of the Easement.

j. It was moved by Welch and seconded by Hansen that Resolution No. 2023-217 accepting and approving Acquisition of Property generally located at 614 First Street in the City of Webster City, Hamilton County, Iowa be passed and adopted.

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

Community Development Director Bertran provided a history of the property and steps leading up to the acquisition.

k. It was moved by McKinney and seconded by Hansen that Resolution 2023-218 authorizing the Street Department Supervisor to purchase a Snogo Pro-Blast 3000H Snow Blower through Sourcewell from Wausau in the amount of \$209,762 be passed and adopted.

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

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Brandon Bahrenfuss, Street Department Supervisor, informed Council that this piece of equipment is necessary for snow events and that current lead time is minimal and important with the approaching winter season.

l. It was moved by Welch and seconded by Hansen that Resolution 2023-219 authorizing the Mayor to sign a Purchase Agreement with Dean Allan Gillette and Lorette Gillette for land necessary to complete the Wastewater Treatment Plant Sanitary Sewer Force Main in an amount of \$86,337.50 be passed and adopted.

City Manager Ortiz-Hernandez provided a background and necessity of the easement for the Force Main route of the new Wastewater Treatment Plant.

m. Discussion was held on parking enforcement on Odell Street Between Des Moines Street and Prospect Street during declared snow emergencies. Consensus of the Council was to refer the matter to the Traffic Committee.

n. Discussion was held regarding negotiations with Corn Belt Power Cooperative regarding transmission projects. Staff is seeking direction on how to proceed with the departure of the City Manager and Assistant City Manager. Consensus of Council was to have the City Attorney, City Manager and Assistant City Manager continue discussions at this time and get as much accomplished in their time with the City. Ortiz-Hernandez will reach out to Corn Belt and re-engage discussions and report to Council at the next meeting.

o. Discussion was held on recent request by Council Member McKinney to conduct a Council/Leadership survey involving key City positions that interact with the City Manager, Assistant City Manager and City Council. Several options were discussed. No course of action was determined at this time.

It was moved by Hansen and seconded by McKinney that the Council adjourn.

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

The November 20, 2023 Regular City Council Meeting stood adjourned at 8:25 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk