

CITY COUNCIL MEETING MINUTES
Webster City, Iowa December 4, 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 December 4, 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 and Matt McKinney. Council Member Logan Welch 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 McFarland and seconded by Hansen to approve the agenda.

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

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

Mike Scott, 940 James Street spoke in regard to a nuisance property next to his residence.

Dennis Longhenry, 1502 Collins Street addressed Council briefly on the splash pad as this was an actual agenda item to be discussed later in the meeting.

Mark Ferguson, Chamber of Commerce President and Anna Woodward, Director of the Chamber of Commerce spoke regarding the closure of the 600 Block of Second Street due to the recent fire and effect on local businesses located on that block. Ron Birkestrand, 625 Second Street, Elisabeth Weber-Maxted, 1038 Second Street and Deb Hanson, 609 Second Street also spoke on the closure.

PUBLIC INFORMATION

None brought forth.

MINUTES, CLAIMS, REPORTS, LICENSES, REQUESTS

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

- a. That the meeting minutes of November 14 and November 20, 2023 be approved.
- b. That Resolution No. 2023-220 approving payroll for the period ending November 18, 2023 and paid on November 24, 2023 in the amount of \$198,488.56 be passed and adopted.
- c. That Resolution No. 2023-221 approving bills paid in the amount of \$384,493.18 be passed and adopted and the Fund List be approved.
- d. 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 Catering Privilege, 2nd Street Emporium, 615 2nd Street (Elena's Management LLP)
 - Renewal of Class B Retail Alcohol License, Hy-Vee Fast and Fresh Express, 819 2nd Street
- e. Council Committee Reports – None brought forth.
- f. Other reports and recommendation – None brought forth.

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

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3. GENERAL AGENDA

a. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-222 accepting and Executing Easements with Dean Allan Gillette and Lorette M. Gillette for the New Wastewater Treatment Plant Project be passed and adopted.

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

b. Discussion was held with Staff seeking Direction from Council regarding New Wastewater Treatment Plant Sanitary Sewer Force Main Path. Daniel Ortiz-Hernandez, City Manager, gave a history of establishing the Force Main Path. Engineers are needing information on the path chosen in order to proceed. The Consensus of the Council is to proceed with the original plan on the New Wastewater Treatment Plant Sanitary Sewer Force Main Path.

c. It was moved by Hansen and seconded by McKinney that the Second 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: McKinney, Hansen, Hawkins and McFarland voting aye.

d. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-223 authorizing the Mayor and City Clerk to enter into an Agreement with Frye's Tree Service, Webster City, Iowa for Tree Trimming & Removal Services for FY 24 in the amount of \$111,156.00 be passed and adopted.

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

Adam Dickinson, Line Department Supervisor informed Council this Service is bid out and an agreement is executed on an annual basis.

e. It was moved by Hansen and seconded by McKinney that Resolution No. 2023-224 approving Amendment No. 17B1 to On-Call Street Paving Specialist Agreement for Professional Services with Snyder and Associates Inc. for additional services on Lincoln Drive and Fair Meadow Drive, be passed and adopted.

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

City Manager Ortiz-Hernandez explained the necessary amendment to accommodate nighttime/over night work on the project.

Councilmember Logan Welch joined the meeting at 6:37 p.m.

f. It was moved by Hansen and seconded by McKinney that Resolution No. 2023-225 adopting the Updated Version of the City's Americans with Disabilities Act Inventory and Transition Plan prepared by Snyder & Associates be passed and adopted.

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

Spencer Wignall, P.E. for Snyder and Associates and Alice Tosi, Intern Architect for 10Fold Architecture + Engineering gave a short presentation on the ADA Transition Plan Findings, Priorities and Next Steps.

g. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-226 authorizing City Staff to proceed with the necessary steps to complete an Economic Development Grant Agreement between the City and Riverview Early Childhood Center, Inc. and to work with Riverview Early Childhood Center, Inc. on necessary steps to convey City Owned Property located at 800 Ohio Street, Webster City, Iowa to Riverview Early Childhood Center, Inc., Subject to the terms of the Economic Development Grant Agreement being fully complied with, be passed and adopted.

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

City Manager Ortiz-Hernandez provided background of the agenda item. Council Member Welch, who serves on the Riverview Early Childhood Center, Inc. Board also spoke on the possible agreement.

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h. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-227 setting January 15, 2024 at 6:05 p.m. in the 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 East Twin Park Splash Pad Project be passed and adopted.

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

Breanne Leshner, Recreation and Public Grounds Director provided the background of how the project has developed, and included location of the project, information on donations, grant received and estimated cost. The following people also spoke on the proposed Splash Pad Project: Elisabeth Weber-Maxted, Shirley Lacey, Kathy Baker, Todd Lovelace, Mickie Shubin, Lucas Richardson, Jerry Kloberdanz, Dean Bowden and Darlene Dingman. Council Members also interacted with the discussion of the project. Letters from Ruth Shoars and Leonard Curtis were also received by the Council.

i. It was moved by Welch and seconded by Hansen that Resolution No. 2023-228 authorizing the Street Department Supervisor to Seek Bids and proceed with Purchase of a Wheel Loader with a not to exceed amount of \$290,000 be passed and adopted.

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

j. A short discussion was held on the Green Waste Site and Re-evaluating the Tree Disposal Area. Consensus of the Council is to keep the Tree Disposal Area open the same hours (7:00 a.m. to 4:00 p.m.) Monday through Friday and for use by Webster City residents only.

k. Discussion was held on the Application process for Interim City Manager.

Beth Chelesvig, Administrative Services Director advised that advertising for an Interim City Manager has been placed internally, with the Iowa League of Cities and IaCMA, with an application deadline of December 15, 2023.

4. CLOSED SESSION

It was moved by Welch and seconded by Hansen that the Council meet in Closed Session to evaluate the professional competency of an individual(s) 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 out of Open Session at 7:57 p.m.

Council took a 10-minute recess

Council went into Closed Session at 8:07 p.m.

Council returned to Open Session at 9:05 p.m.

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

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

The December 4, 2023 Regular City Council Meeting stood adjourned at 9:06 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk