

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa January 2, 2024 – 6:00 p.m.**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on January 2, 2024 upon call of the City Clerk and the advance agenda. The meeting was called to order by City Clerk Karyl Bonjour and roll being called there were present in Council Chambers the following Council Members: Abbie Hansen, John Hawkins, Matt McKinney and Logan Welch. Megan McFarland 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 McKinney and seconded by Hansen to approve the agenda.

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

City Clerk Karyl Bonjour led the Pledge of Allegiance.

**ELECTIONS**

a. It was moved by Welch and seconded by Hansen that the election of John Hawkins to the Office of Mayor for the two-year term ending December 31, 2025 be approved.

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

b. It was moved by Hawkins and seconded by Hansen that the election of Logan Welch to the Office of Mayor Pro Tem for the two-year term ending December 31, 2025 be approved.

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

c. City Clerk Karyl Bonjour administered the Oath of Office to Mayor John Hawkins and Mayor Pro Tem Logan Welch.

John Hawkins took over the meeting as Mayor.

**APPOINTMENTS OF OFFICERS & ANNUAL RESOLUTIONS**

a. It was moved by Welch and seconded by Hansen that the Employment Agreement between the City of Webster City and John Harrenstein as Interim City Manager for the nine-month term commencing January 2, 2024 through October 2, 2024 be approved, and that the appointment of John Harrenstein as Interim City Manager be approved.

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

b. It was moved by McKinney and seconded by Hansen that the Appointment of Adam Dickinson as representative to the North Iowa Municipal Electric Cooperative Association for the year 2024 be approved.

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

c. It was moved by Hansen and seconded by McKinney that the Appointment of Brian Stroner as the Right to Know Coordinator for the year 2024 be approved.

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

d. It was moved by Welch and seconded by McKinney that the Appointment of John Hawkins to the Hamilton County Resource Enhancement Committee for the year 2024 be approved.

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

e. It was moved by Hansen and seconded by McKinney that the Appointment of Brandon Bahrenfuss as representative to the MIDAS Transportation Advisory Committee for the year 2024 be approved.

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

**City Council Meeting Minutes, January 2, 2024**

f. It was moved by Welch and seconded by Hansen that the Appointment of Megan McFarland as representative to serve on the board of the Webster City Day Care for the year 2024 be approved.

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

g. It was moved by McKinney and seconded by Hansen that the Appointment of Logan Welch as representative to serve on the board of the Riverview Early Childhood Center for the year 2024 be approved.

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

h. It was moved by Hansen and seconded by Welch that the Appointment of the Daily Freeman Journal as the Official Newspaper for the year 2024 be approved.

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

i. It was moved by Welch and seconded by Hansen that Resolution No. 2024-001 appointing Shiloh Mork as Representative and Charles Stansfield as alternate representative to the Hamilton County Communication Service Advisory Board (E911) for the year 2024 be passed and adopted.

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

j. It was moved by McKinney and seconded by Hansen that Resolution No. 2024-002 appointing John Hawkins as representative and Charles Stansfield as alternate representative to the Hamilton County Emergency Management Commission for the year 2024 be passed and adopted.

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

k. No motion was made on appointment of representative to the Hamilton County Solid Waste Commission for the year 2024. This will be placed on a future agenda.

l. It was moved by Welch and seconded by McKinney that Resolution No. 2024-003 authorizing the City Finance Director to invest City funds, be passed and adopted.

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

m. It was moved by Hansen and seconded by McKinney that Resolution No. 2024-004 authorizing the Finance Director to issue warrants in payment of certain types of expenditures, be passed and adopted.

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

n. It was moved by Welch and seconded by Hansen that Resolution No. 2024-005 authorizing the Finance Director to issue and deliver warrants for the payroll upon receiving approval by the City Manager, be passed and adopted.

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

o. It was moved by Hansen and seconded by McKinney that Resolution No. 2024-006, a Resolution of purpose, providing for expenditures of Economic Development funds, be passed and adopted.

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

p. It was moved by Welch and seconded by Hansen that Resolution No. 2024-007 establishing Depositories for the City of Webster City and Financial Institutions, the Maximum Amount, which may be kept on Deposit in each Depository and Designating Authorized Officers, be passed and adopted.

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

q. It was moved by Hansen and seconded by Welch that Resolution No. 2024-008 setting dates and time for regular meetings of the City Council for 2024 be passed and adopted.

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

**PETITIONS- COMMUNICATIONS- REQUESTS**

None brought forth

**PUBLIC INFORMATION**

None brought forth

**City Council Meeting Minutes, January 2, 2024**

**MINUTES AND CLAIMS**

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

- a. That the meeting minutes of December 18, 2023 be approved.
- b. That Resolution No. 2024-009 approving Payroll for the period ending December 16, 2023 and paid on December 22, 2023 in the amount of \$217,547.25 be passed and adopted.
- c. That Resolution No. 2024-010 approving bills paid in the amount of \$1,039,775.52 be passed and adopted.
- d. That the Financial Reports of October 2023 be accepted and placed on file.
- e. That the Traffic Committee minutes of November 13, 2023 be accepted and placed on file.
- f. That the issuance of Beer & Liquor Licenses by the Iowa Department of Commerce be recommended for the following:

New Class B Retail Alcohol License, La Perla Jarocha, LLC (Store only), 611 Second Street  
Renewal of Class B Retail Alcohol License, Dollar General #2421, 814 Superior Street

- g. Council Committee Reports – None brought forth
  - h. Other reports and recommendations – None brought forth.
- ROLL CALL: Welch, Hansen, Hawkins and McKinney voting aye.

**GENERAL AGENDA**

**Public Hearing - 6:05 p.m.**

a. January 2, 2024 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 2024 HMA Street Improvements Project, the same was held. No written objections were received and no oral objections were presented.

It was moved by Welch and seconded by Hansen that Resolution No. 2024-011 finally approving and confirming Plans, Specifications and Form of Contract and Estimate of Cost for the 2024 HMA Street Improvements Project; awarding the Contract to Fort Dodge Asphalt in the amount of \$209,347.50 and Committing Necessary Funds to complete the project; and authorizing Mayor and City Clerk to enter into Contract with said Contractor for the project be passed and adopted.

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

b. It was moved by McKinney and seconded by Hansen that Resolution No. 2024-012 setting February 5, 2024 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa for a Public Hearing on a Proposal to dispose of City-Owned Property located at 1135 Division Street, Webster City, Iowa be passed and adopted.

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

c. It was moved by Hansen and seconded by McKinney that Resolution No. 2024-013 Accepting Quotation in the amount of \$37,685.00 from Stew Hansen Dodge City for a RAM 1500 Crew Cab SSV listed in the State of Iowa Vehicle Contract Catalog and Accepting Quotation in the amount of \$29,050.00 from Stew Hansen Dodge City for a Dodge Charger Pursuit listed in the State of Iowa Vehicle Contract Catalog; and Authorizing the Police Chief to purchase vehicles be passed and adopted.

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

d. It was moved by Welch and seconded by Hansen that the First Reading of an Ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Amending Chapter 46, Article IV, Division 2, Section 46-171 Pertaining to Truck Route be approved.

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

e. It was moved by Hansen 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 46, Article V, Division 1, Section 46-206 and Section 46-209 Pertaining to Parking Regulations be approved.

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

**City Council Meeting Minutes, January 2, 2024**

f. It was moved by McKinney and seconded by Hansen that Resolution No. 2024-014 setting February 19, 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 to Purchase the Three 69 kV Circuit Breakers needed for the Reisner Substation be passed and adopted.

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

g. It was moved by Hansen and seconded by Welch that Resolution No. 2024-015 authorizing the Street Department Supervisor to seek bids and proceed with the lowest bidder for Concrete Crushing in an amount not to exceed \$60,000 be passed and adopted.

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

h. Brandon Bahrenfuss, Street Department Supervisor gave an update on Green Waste Site and status of Air Curtain Burner. Bahrenfuss informed Council that the use of the Tree Disposal Site has diminished while it has been limited to residents only and during working hours. Consensus of Council was to remove the barricades and have the Tree Disposal Site remain open to Webster City Residents only without any specified hours. If the status of the site changes, Bahrenfuss will report back to Council. He also stated that they are gradually moving out more of the wood chips and continue to pursue locations for more to be hauled away. He is continuing to obtain additional information on the status of the DNR Permit and purchase of the Air Curtain Burner.

**OTHER ITEMS SENT TO COUNCIL**

a. The City Attorney 12-28-23 Report/Update was previously given to Council for review.

**CLOSED SESSION**

It was moved by McKinney and seconded by Hansen that the Council meet in Closed Session to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property according to Iowa Code 21.3.j.

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

Council went out of Open Session at 6:30 p.m.

Council took a short recess

Council went into Closed Session at 6:38 p.m.

Council returned to Open Session at 7:20 p.m.

It was moved by Hansen and seconded by McKinney that council adjourn.

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

The January 2, 2024 Regular City Council Meeting stood adjourned at 7:21 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk