

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa May 20, 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 May 20, 2024 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 the following Council Members: Abbie Hansen and Megan McFarland. Council Members Matt McKinney and Logan Welch were absent.

*This meeting was open to the public and could be viewed live on the City facebook page <https://www.facebook.com/cityofwebstercity/> or can be viewed on the City of Webster City website <https://webstercity.com/government/city-council/city-council-meetings/> the following morning.*

Mayor John Hawkins led the Pledge of Allegiance.

It was moved by McFarland and seconded by Hansen to approve the agenda with minor changes to agenda items 3a and 3e.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

**PETITIONS- COMMUNICATIONS- REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

- a. Mayor Hawkins gave the Oath of Office to Police Officer Anthony J. Luft.
- b. Mayor Hawkins gave a Proclamation designating May 24, 2024 as Poppy Day in Webster City.
- c. Mayor Hawkins gave a Proclamation designating May 27, 2024 as Memorial Day in Webster City.

**MINUTES, CLAIMS, REPORTS, LICENSES**

It was moved by Hansen and seconded by McFarland that the following minutes, claims, reports and licenses (a-g) be approved collectively:

- a. The meeting minutes of May 6, 2024 Meeting
- b. The Claims including Payroll ending May 4, 2024 and Fund List.
- c. The Wastewater, Electric, Water reports for April 2024 be accepted and placed on file.
- d. The Police Department Activity and Citations by Approach for April 2024 be accepted and placed on file.
- e. The Fire Department Report for April 2024 be accepted and placed on file.
- f. The Hamilton County Solid Waste Commission Agenda of May 8, 2024 be accepted & placed on file.

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

- Auto Renewals: Class E Retail Alcohol License
  - BW Gas & Convenience Retail, LLC – Yesway #1018, 1803 Superior Street
  - BW Gas & Convenience Retail, LLC – Yesway #1021, 1102 2<sup>nd</sup> Street
  - Renewal – Special Class C Retail Alcohol license, Leon’s Pizza, 643 2<sup>nd</sup> Street
  - Special Class C Retail Alcohol License – TTMM Promotions, LLC d/b/a Hamilton County Speedway for participation at Chamber of Commerce Market Nights in June, July & August, 2024
  - Amendment to License #LC0046627 for Additional Outdoor Service, Second Street Saloon for Street Dance scheduled for June 14<sup>th</sup>, 2024
- h. Council Committee Reports – none brought forth.
  - i. Other reports and recommendations – none brought forth.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

**City Council Meeting Minutes, May 20, 2024**

**GENERAL AGENDA**

a. It was moved by McFarland and seconded by Hansen that Resolution No. 2024-074 supporting the submission of an Iowa Economic Development Authority (IEDA) Application to the Workforce Housing Tax Credit Program by Webster City Association of Business & Industry be passed and adopted.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

Webster City Association of Business and Industry replaced Webster City Area Community Foundation on the Resolution as submitted on the application prior to the adoption of the Resolution.

b. It was moved by McFarland and seconded by Hansen that Resolution No. 2024-075 authorizing and approving a Loan Agreement and providing for the issuance and securing the payment of \$5,135,000 Water Revenue Bonds, Series 2024 be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

c. It was moved by Hansen and seconded by McFarland that Resolution No. 2024-076 authorizing and approving a Loan Agreement and providing for the issuance of \$8,410,000 Electric Revenue Bonds, Series 2024 and other documents related to the bonds, be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

Susanne Gerlach, Managing Director of PFM Financial Advisors, LLC, was present to inform Council of the results of the bond sale earlier in the day and the next steps of the bonding process.

d. It was moved by Hansen and seconded by McFarland that the request from Finance Director to seek proposals for Banking Services be approved.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

e. It was moved by McFarland and seconded by Hansen that June 3, 2024 at 6:05 p.m. in the Council Chambers at City Hall, 400 Second Street, Webster City, Iowa be set as the time and place for a Public Hearing to Amend the FY24 Budget.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

Correction to the agenda: FY25 as presented on the agenda was changed to FY24 prior to approval of setting the Public Hearing for this item.

f. It was moved by McFarland and seconded by Hansen that Resolution No. 2024-077 to transfer Cash from Various Funds to Other Various Funds be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

g. It was moved by McFarland and seconded by Hansen that Resolution No. 2024-078 charging off from Active Accounts Receivable Delinquent Final Utility Bills and Department Charges be passed and adopted .

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

h. It was moved by Hansen and seconded by McFarland that Resolution No. 2024-079 setting July 15, 2024 at 6:10 p.m. in Council Chambers at City Hall, 400 Second Street, Webster City, Iowa as the time and place for a Public Hearing on proposed plans and specifications, proposed form of Contract and Estimate of Cost for Municipal Building HVAC System Replacement be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

Brian Brewer of Brewer Engineering Consultants, PLC was present to answer questions on this agenda item.

**City Council Meeting Minutes, May 20, 2024**

i. It was moved by Hansen and seconded by McFarland that Resolution No. 2024-080 adopting Group Benefit Plan for City Employees beginning July 1, 2024 with Iowa Governmental Health Care Plan, Third Party Administrator Employee Benefit Systems be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

j. It was moved by Hansen and seconded by McFarland that Resolution No. 2024-081 Adopting Employee Pay Plan for 2024-25 be passed and adopted.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

k. It was moved by McFarland and seconded by Hansen that Resolution No. 2024-082 setting July 1, 2024 at 6:05 p.m. in Council Chambers at City Hall, 400 Second Street, Webster City, Iowa as the time and place for a Public Hearing on Proposed Plans and Specifications and Proposed Form of Contract and Estimate of Cost to Purchase the 15 kV Indoor Metalclad Switchgear needed for the Reisner Substation be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

l. It was moved by McFarland and seconded by Hansen that Resolution No. 2024-083 accepting Permanent Electrical Easement, located in the Lawn Hill Addition, from Kwik Trip, Incorporated be passed and adopted.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

m. It was moved by Hansen and seconded by McFarland that Resolution No. 2024-084 authorizing the City Manager to sign and execute Amendment No. 32 with Snyder and Associates to provide Professional Services needed for the 2025 Fair Meadow Drive Reconstruction Project be passed and adopted.

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

n. It was moved by Hansen and seconded by McFarland that Resolution No. 2024-085 setting June 17, 2024 at 6:05 p.m. in Council Chambers at City Hall, 400 Second Street, Webster City, Iowa as 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 FY 2025 HMA Improvements Project be passed and adopted.

ROLL CALL: Hansen, Hawkins and McFarland voting aye.

o. It was moved by McFarland and seconded by Hansen that the Second Reading of an Ordinance Amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by amending Chapter 46, Article II, Division 2, Section 46-50 pertaining to Stop Requirement at Certain Streets be approved.

ROLL CALL: Hawkins, McFarland and Hansen voting aye.

p. The Council discussed the possibility of applying for a Catalyst Grant for 608 Second Street. Consensus was to move forward with the application with the increased commitment amount from the City that was recommended.

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

ROLL CALL: McFarland, Hansen and Hawkins voting aye.

The May 20, 2024 City Council Meeting stood adjourned at 6:37 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk.