

Governmental Body: Winterset City Council

Date of Meeting: February 20, 2023

Time of Meeting: 7:00 PM

Place of Meeting: City Hall - 124 W Court Ave

The public is welcome and encouraged to attend this meeting.

PUBLIC NOTICE IS HEREBY GIVEN that the above-mentioned governmental body will meet at the date, time and manner set out. The tentative agenda for said meeting is as follows:

- 1) Call to Order, Pledge of Allegiance , Roll Call, Adopt Agenda**
- 2) Consent Agenda**
 - a) City Council Meeting Minutes from February 6, 2023
 - b) Utility Board Meeting minutes from January 16, 2023
 - c) Mi Pueblo Inc. Class C Retail License renewal
- 3) Receipts , Filings, and Affidavits**
 - a) Claims in the amount of \$181,402.92
- 4) Reports from City Boards and Departments**
 - a) Madison County Development Group Executive Director Tom Leners
 - b) Winterset Municipal Utilities General Manager Steve Benshoof
 - c) Winterset Airport Board Chairperson Dave LaGrange
 - d) Winterset/USW Wastewater Superintendent Nic Smith
 - e) City Administrators Report
- 5) Public Comment**
- 6) Resolutions and Actions**
 - a) Approval of Pool Ordinance suggested revisions (Chapter 12, 4.12068, and 4.12016) and Publishing a Public Hearing
 - b) Approval of Winterset Code Title I, Chapter 17 (Tree Commission) and Publishing a Public Hearing
 - c) Resolution no. 2023-03 a Resolution authorizing bank signatures and approving public entity bank resolution
 - d) HVAC replacement at WWTF
- 7) Council Considerations and Discussions (work session)**
 - a) Building Permit Fee Penalties IAW IBC 2021, 109.4, and Res. No. 2022-25
 - b) Drift LLC Lease Revision
 - c) Pending Development Agreement with a property on John Wayne Drive
 - d) 501c3 requests responses
- 8) Closed Session**
 - a) In Pursuant to [Iowa Code Section 21.5(1)(i)] "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"
- 9) Mayor and Council Discussion**

Adjournment

DATE POSTED: February 17, 2023

Andrew Barden, City Administrator

City Council of the City of Winterset, Iowa met on February 20, 2023 in accordance with the above Notice and Call of Public meeting. The meeting was called to order at 7 P.M. by Mayor Macumber and recited the pledge of allegiance.

PRESENT: Trevor Bindel, Michael Cook, Christopher Fairholm,
Joanna Gustafson, Maryann Orr

ABSENT: none

The Mayor asked for a motion to adopt the presented agenda. There being no further additions or deletions to the agenda and no further discussion, Council Member Bindel made a motion, seconded by Council Member Gustafson. On roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried.

Consent Agenda

City Council Meeting Minutes from February 6, 2023
Utility Board Meeting minutes from January 16, 2023
Mi Pueblo Inc. Class C Retail License renewal

The Mayor stated that the minutes of the February 6, 2023, City Council meeting were previously distributed to the Council Members for their review. There being no further discussion; a motion was made to approve the Consent Agenda by Council Member Gustafson and seconded by Council Member Cook to approve the minutes as submitted. On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

Receipts, Filings, and Affidavits

The claims submitted are in the amount of \$181,402.92

The Mayor called for a report on the claims. Council Member Bindel stated that he reviewed the claims and moved to approve the following list of claims. Council Member Orr seconded the motion. On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Card Services, training exp	89.35
Madison Co Treasuer, gasoline	2,288.05
National Pen Co LLC, pens	186.94
Payroll Account, salaries	24,230.68
Quality Car Care, can maint/car repairs	2,188.25
Quill Corp, office supplies	14.48
Roush Collisions & Restoration, car repairs	1,941.00
The Shopper, ads	17.00
Verizon, cellular service	360.09

FIRE:

CenturyLink, phone service	303.68
Interstate Battery Center, batteries	124.20
MidAmerican Energy, gas service	442.49
Unplugged Wireless LLC, pagers	4,149.00
Waste Mgmt of Iowa, garbage service	23.08

ADMINISTRATION:

Payroll Account, salaries	6,212.01
---------------------------	----------

ANIMAL CONTROL:

Tami Guion, spay/neuter program	698.02
Winterset Veterinary Center, impound fee	53.86

TREE MAINTENANCE:

Breedings Hardware, trees	4,256.00
---------------------------	----------

BUILDING INSPECTOR:

Agriland FS Inc., gasoline	24.69
Payroll Account, salaries	2,143.20

GARBAGE FUND

SOLID WASTE/GARBAGE:

Payroll Account, salaries	580.56
Payroll Account, benefits	96.89
Waste Mgmt of Iowa, garbage service	33,848.74

INTERNAL SERVICE FUND

ADMINISTRATION:

Brandy Decker, cleaning service	200.00
Feirer Enterprises Inc., website maint	64.00
Quadient Finance USA Inc., postage/ink cartridges	951.00
Switech Plumbing LLC, faucet repairs	1,163.62
Waste Mgmt of Iowa, garbage service	23.96

ROAD USE TAX

ROADWAY MAINTENANCE:

Agriland FS Inc., gasoline	1,501.84
Beem's Towing & Recovery, towing service	450.00
Brittains Std Parts, equipment repairs	146.67
Carquest of Winterset, equipment maintenance	18.95

CenturyLink, phone service	213.39
Crystal Clear Water, safety supplies	8.00
Farmers Electric Coop Inc., utilities	241.25
Granite Telecommunications, phone service	64.97
Hawkeye Truck Equipment, equipment repairs	539.36
Iowa State University, reg	110.00
MidAmerican Energy, gas service	914.07
Payroll Account, salaries	7,556.42
R & B Tire and Auto, truck repairs	1,869.00
Simon Welding, blade repairs	722.08
Waste Mgmt of Iowa, garbage service	93.79
Winterset Oil Co, gasoline	362.42
<u>SNOW REMOVAL:</u>	
Payroll Account, salaries	483.28

SEWER UTILITY FUND

SANITARY SEWER:

CenturyLink, phone service	419.38
CINTAS Corp, first aid supplies	32.70
Division of Labor Services, boiler inspection	40.00
Farmers Electric Coop Inc., utilities	80.62
JR Cross Co, bearings	727.44
Lessin Supply Co, bearings	161.09
Martin Marietta Agg, rock	7,109.89
Microbac Laboratories Inc., lab testing	1,174.41
Payroll Account, benefits	157.67
Payroll Account, salaries	948.17
R & B Tire and Auto, tire repairs	30.00
Todd Bennett, sewer maint repairs	5,090.54
US Water Services Corp, contract labor	25,031.89
Waste Mgmt of Iowa, garbage service	265.84

SEWER IMPROVEMENT PROJECT FUND

SANITARY SEWER:

Fox Strand Inc., engineer fees	31,473.00
--------------------------------	-----------

TRUST & AGENCY

POLICE:

Payroll Account, benefits	3,986.06
---------------------------	----------

ADMINISTRATION:

Payroll Account, benefits	1,361.55
---------------------------	----------

ROADWAY MAINTENANCE:

Payroll Account, benefits	1,342.34
---------------------------	----------

Receipts for previous month:

General Fund -	\$149,430.92
Special Revenue Fund -	\$145,495.11
TIF Special Revenues Funds	\$68,867.82
Debt Service Funds -	\$26,102.53
Capital Project Funds -	\$0.00
Enterprise Funds -	\$118,063.51

Reports from City Boards and Departments

Madison County Development Group Executive Director Tom Leners provided a report for the month. Includes continued work on Revolving Loan Funds, meeting with Congressional Representative Nunn to discuss opportunities in the county, and the Madison County Community Foundation Grant period opening and facilitating a Grant Writing Workshop Tuesday February 28th, 2023 from 4-7 p.m. in conjunction with ISU Extension.

Winterset Municipal Utilities General Manager Steve Benshoof reported the Water Department are on the last year of a 10 year lease for farm ground use from dredging operations and continuing to maintain equipment. Electric Department are maintaining the boom trucks, the digger derrick truck and have ordered a new truck that is 3-7 years out from production. Completed tree removal with the Street Department. Lastly, Generated power for CIPCO for approximately 3 hours on January 17th, 2023.

Winterset Airport Board Chairperson Dave LaGrange reported continued effort toward land acquisition and funding for the proposed north hanger. The Future Flyers of America have purchased hanger space for classroom and training space and will be moving from a temporary structure. Mr. LaGrange reported updates to the "The Fly in Breakfast" on May 27th, 2023.

Winterset/USW Wastewater Superintendent Nic Smith reported a sewer backup resolved, repairs to the headworks infrastructure and heater was completed, and the boiler was repaired.

City Administrators Report provided a report and highlighted meetings with Congressional Representative Nunn. Adjustment to City insurance coverages and banking investments.

Public Comment - Individuals wishing to speak shall sign up prior to the meeting. When called upon please stand and give your address for the record. Each person may speak for up to three minutes. Please professionally and tactfully express your specific concerns and not disrespect individuals.

The Mayor noted that no one had signed up for making any public comments at this time.

Resolutions and Actions

Approval of Pool Ordinance suggested revisions (Chapter 12, 4.12068, and 4.12016) and Publish a Public Hearing.

Following discussion relating to the preference to retain manufactured fencing as an option with accepted revisions as presented. Council did not vote. Item was tabled. The discussion will continue following BOAs review.

Approval of Winterset Code Title I, Chapter 17 (Tree Commission) and Publishing a Public Hearing

Following discussion about modeling the Board appointment to other City boards and committees. Council Members stated they had interested parties to which may be reported to the Mayor for consideration. Pending no applicants, the ordinance will be considered to ensure the Board is filled.

Resolution No. 2023-03 a Resolution Authorizing Bank Signatures and Approving Public Entity Bank resolution.

A motion was made by Council Member Fairholm to approve Resolution Authorizing Bank Signatures and Approving Public Entity Bank resolution. Seconded by Council Member Gustafson. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

HVAC replacement at WWTF

A motion was made by Council Member Orr to approve the lowest bid so long as other bids from local vendors were solicited and seconded by Council Member Fairholm. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

Council Considerations and Discussions (work session)

Building Permit Fee Penalties IAW IBC 2021, 109.4, and Res. No. 2022-25

V&K Engineering was approved as the "Building Official" per Res No. 2022-25, and; the International Building Code was adopted into Ordinance per Ordinance #647, and; Section 109.4 stated the Building Official Shall set a rate for permits not pulled prior to work beginning, and; V&K has prescribed the penalty fee shall be equal to the permit fee or double the price.

Drift LLC Lease Revision

The Drift dismissed their request to amend the existing agreement.

Pending Development Agreement with property on John Wayne Drive

A developer has solicited the City's support to develop a property in the 900 block of John Wayne Drive. Initial discussion relating to Commercial TIF opportunity, and the modeled revenue is positive. Dorsey & Whitney shall draft an agreement for consideration and possible approval.

501c3 requests responses

Inquiries of (2) 501C3s resulted in explained justification for allocation of funds and were noted to be included in the overall city budget.

Closed Session

In Pursuant to [Iowa Code Section 21.5(1)(i)] "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"

A motion was made by Council Member Bindel to enter a closed session at 8:40 p.m. and seconded by Council Member Orr. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

A motion was made by Council Member Bindel to exit a closed session at 8:55 p.m. and seconded by Council Member Gustafson. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

Mayor and Council Discussion

No remarks were noted.

The Adjournment

There being no further business, Council Member Fairholm then made a motion to adjourn the meeting. The motion to adjourn was seconded by Council Gustafson. All Council Members voted Aye.

Whereupon the Mayor declared that the motion carried, and the meeting was adjourned at 8:57 p.m.

Philip Macumber, Mayor

ATTEST:

Andrew J. Barden, City Administrator