

Governmental Body: Winterset City Council

Date of Meeting: March 6, 2023

Time of Meeting: 7:00 PM

Place of Meeting: City Hall - 124 W Court Ave

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 20, 2023
 - b) Winterset Municipal Utilities Minutes from February 20, 2023
 - c) Parks and Recreation Board minutes from February 9, 2023
 - d) Tree Commission Minutes from February 1, 2023
 - e) Library Board Minutes from February 15, 2023
 - f) Utility Adjustment for 320 Oak Tree Dr
 - g) Utility Adjustment for 1325 W Court
 - h) Appointment of Amy Kimball to the International Friendship Committee
 - i) Appointment of Lou Erpelding to the International Friendship Committee
 - 3) Receipts, Filings, and Affidavits**
 - a) Claims in the amount of \$210,943.55
 - 4) Reports from City Boards and Departments**
 - a) Street Superintendent Ryan Flaherty
 - b) Library Director Dave Hargrove
 - c) Park & Recreation Director Sky Smothers
 - d) Fire Chief Jayson McDonald
 - e) Police Chief Ken Burk
 - f) Code Enforcement Officer Hollie Burgus
 - g) City Administrators Report
 - 5) Presentations**

Street Tree Survey IDNR- Dana Genereux
 - 6) Public Comment**
 - 7) Resolutions and Actions**
 - a) Approval of Winterset Code Title I, Chapter 17 (Tree Commission) and Publishing a Public Hearing
 - b) Resolution No. 2023-04 to Participate in the planning and development programs of the Southern Iowa Council of Governments
 - 8) Council Considerations and Discussions (work session)**
 - 9) Mayor and Council Discussion**
- Adjournment**

DATE POSTED: March 3, 2023

Andrew Barden, City Administrator

City Council of the City of Winterset, Iowa met on March 6, 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 Fairholm. 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 20, 2023
Winterset Municipal Utilities Minutes from February 20, 2023
Parks and Recreation Board minutes from February 9, 2023
Tree Commission Minutes from February 1, 2023

Library Board Minutes from February 15, 2023
 Utility Adjustment for 320 Oak Tree Dr
 Utility Adjustment for 1325 W Court
 Appointment of Amy Kimball to the International Friendship Committee
 Appointment of Lou Erpelding to the International Friendship Committee

The Mayor stated that the minutes of the February 20, 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 Orr and seconded by Council Member Gustafson 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 \$ 210,943.55

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

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Canine Tactical LLC, certification	465.00
Madison Co Sheriff's Office, dispatch service	3,629.92
Payroll Account, salaries	25,063.75
Quality Car Care, car maint	40.70
Winterset Municipal Utilities, utilities	47.86

FIRE:

Breedings Hardware, station repairs	892.80
Card Services, ink cartridges	229.30
EMS Learning Resources Ctr, CPR training	144.50
Fareway Stores Inc., meeting supplies	183.05
Orkin, pest control	53.00
Winterset Municipal Utilities, utilities	258.65

ADMINISTRATION:

Andrew Barden, phone reimbursement	50.00
Faller Kincheloe & Co, audit fee	7,250.00
Payroll Account, salaries	1,175.00
Payroll Account, salaries	5,475.26
SICOG, membership dues	9,903.05
Winterset Madisonian, pub	227.04

ECONOMIC DEVELOPMENT:

Madison Co Alliance Group, approp	4,375.00
Madison Co Chamber of Commerce, hotel/motel tax	9,645.41

ANIMAL CONTROL:

Winterset Veterinary Center, impound fee	95.64
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BUILDING INSPECTOR:

Payroll Account, salaries	2,143.20
Veenstra & Kimm Inc., bldg./permit fees	2,081.50

TRANSFER:

Internal Service Fund, reimb internal	4,769.75
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AIRPORT:

Winterset Airport Authority, approp	4,226.00
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GARBAGE FUND

SOLID WASTE/GARBAGE:

Payroll Account, salaries	731.75
Payroll Account, benefits	655.68

INTERNAL SERVICE FUND

ADMINISTRATION:

Access Systems Leasing, service contract	1,835.87
Brandy Decker, cleaning service	200.00
Breedings Hardware, hdw supplies	13.98
CIT, copier lease	297.15
D & D Pest Control, pest control	45.00
Employee Benefit Systems, HRA admin fees	357.96
F & M State Bank, ACH fees	228.50
Mediacom, phone/internet service	572.90
MMIT Business Solution Group, copier maint	120.00
Quadient Leasing USA Inc., meter lease	1,444.23

Quill Corp, office supplies	6.43
Warren Water District, readings fees	25.00
Winterset Municipal Utilities, utilities	1,445.17
ROAD USE TAX	
<u>ROADWAY MAINTENANCE:</u>	
Delta Dental, dental/M Porter	65.94
Grimes Asphalt & Paving Corp, cold mix	1,468.80
Hawkeye Truck Equipment, equip repairs	136.95
Iowa Dept of Transportation, equip repairs/cleaning supplies	182.93
Martin Marietta Agg, rock	10,635.80
Payroll Account, salaries	6,909.66
Winterset Municipal Utilities, utilities	6,382.01
<u>SNOW REMOVAL:</u>	
Payroll Account, salaries	2,653.13
SEWER UTILITY FUND	
<u>SANITARY SEWER:</u>	
Breedings Hardware, hdw supplies	242.34
Internal Service Fund, reimb internal	3,179.84
Interstate Powersystems Inc., annual service	1,382.88
JC Cross Co, equip repairs	87.68
Macqueen Equipment, vac truck repairs	8,964.01
Martin Marietta Agg, rock	904.34
Orielly Automotive Inc., auto supplies	54.46
Payroll Account, benefits	837.59
Payroll Account, salaries	1,099.35
Sewer Improvement Project fund, transfer	20,000.00
Sewer Revenue Bond Sinking, transfer	24,890.08
Winterset Municipal Utilities, utilities	5,218.87
Winterset Oil Co, gasoline	258.69
TRUST & AGENCY	
<u>POLICE:</u>	
Payroll Account, benefits	14,544.51
<u>ADMINISTRATION:</u>	
Payroll Account, benefits	4,043.79
<u>ROADWAY MAINTENANCE:</u>	
Payroll Account, benefits	6,394.90

Reports from City Boards and Departments

Street Department Ryan Flaherty provided a written report and highlighted the recent snow removal improved times and efficiencies. Superintendent Flaherty noted the 800 Ton of rock hauled for various areas in the city. Projects beginning in the next month includes grinding 87 tree stumps, bids to repair broken bricks on the square, and replacing damaged signs from the winter.

Library Director Dave Hargrove provided a report to Council including completed budget for the Friends of the Library. Two employees attended continuing education with the State of Iowa Library including STEAM programs and were complemented on their Childrens Library Programming. STEAM programming will be enhanced with the hopeful addition of a BEAM projector.

Park & Recreation Director Sky Smothers reported $\frac{3}{4}$ Park and Rec employees are celebrating anniversaries; Ben Rossman - 1 yr; Sky Smothers - 3 yrs; Chris Frank - 5 yrs. Current projects include updating permits of park use with Attorney Rosien, Business Plan for a indoor space including building images, preliminary site plan, funding strategies, 6 year proforma, and conceptual design, and 3D Model. Carver Park shall receive upgrades to bricks and future art opportunities. New picnic tables have been purchased for the Aquatic Center, two of which are handicapped accessible. Repair to the covered bridge slide is occurring including fiberglass work, repainting and gel coating. Upgrade to the park and campground include new signage at the campground with a local attraction/ covered bridge map. Signage at ball field and parks have been updated. New Trail markers for cedar lake trail will be placed shortly.

Recreation update included hiring the seasonal staff for the pool with many returning guards. Swim lessons will be offered in the evening in addition to current daytime openings. Father/Daughter Dance had over 300 registrants and Mother/Son Nerf war was a record attendance as well. Youth Basketball and Adult Pickleball concluded for the season. Co-Ed T-Ball registration is open for ages 3-6.

Lastly, Tree Commission report included \$10,000 partnership with the Winterset Rotary to replant 29 trees in and around downtown areas.

Fire Chief Jayson McDonald reported 7 calls in total for the month including 2 car

accidents, 2 fire alarms, 1 grass fire, 1 oven fire, and 1 structure fire. Chief additionally reported the pursuit of the GMCCF Grant for purchasing of computer laptops improving information on emergency scenes. Lastly, Chief remarked about developing or amending 28E Agreements with Lee and Monroe Townships.

Police Chief Ken Burk provided a written report highlighting the number of calls and citations. Furthermore, reporting a notable arrest due to the efforts of Officer Camp and his expertise in drug recognition. Training was completed including an annual CPR and first aid training.

Code Enforcement Officer Hollie Burgus presented a written report to Council a highlighted the number of violations for the year. Further reporting the approval of out lot R for a future commercial development opportunity by Planning and Zoning.

City Administrator Report was provided to council and remarked about increased operations and efficiencies the city staff have completed for the prior month. Notably forward progress on website and network management vendor.

Presentations

Street Tree Survey IDNR- Dana Genereux provided a presentation to the City Council and present tree board of the current state of Winterset's tree canopy. Information provided included tree species, total number of trees, location of trees, and recommended removal of dead or damaged Trees. Management best practices including cleaning, trimming, and replacement was also provided.

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

The Mayor made opening remarks relating to procedural appointments and recommendations from various boards in the past. The Mayor noted in the prior meeting he'd requested names for a vacancy fulfillment be brought forth for consideration, when in fact the Tree Commission is fully staffed with 5 members. He went on to apologize for the confusion. The Mayor recommended amendment of the current ordinance to model other boards in the community allowing rural participants to fill a minority of the seats. Council discussion included the difficulty to find willing board members and the best practice was to amend the Ordinance as presented.

A motion was made by Council Member Orr to publish the public hearing and approve the proposed changes as presented and seconded by Council Member Cook. There being no further discussion; On roll call vote, Council Members Orr, Cook, and Gustafson voted Aye. Council Members Fairholm and Bindel voted Nay.

Whereupon the Mayor declared that the motion carried.

Resolution No. 2023-04 to Participate in the planning and development programs of the Southern Iowa Council of Governments

A motion was made by Council Member Gustafson to approve and seconded by Council Member Cook. 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 discussion was held.

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 Bindel. All Council Members voted Aye.

Whereupon the Mayor declared that the motion carried, and the meeting was adjourned at 8:05 p.m.

Philip Macumber, Mayor

ATTEST:

Andrew J. Barden, City Administrator