

Governmental Body: Winterset City Council

Date of Meeting: April 3, 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 March 20, 2023
 - b) Parks and Recreation Board minutes from March 9, 2023
 - c) Tree Commission Minutes from March 8, 2023
 - d) Library Board Minutes from March 15, 2023
 - e) Piece Works Quilt Shop - renewal Class B Retail Native Wine License
 - 3) Receipts , Filings , and Affidavits**
 - a) Claims in the amount of \$179,246.27
 - 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) Public Comment**
 - 6) Appeal to City Council in accordance with Municipal Code section 3.205**
 - 7) Council Considerations and Discussions (work session)**
 - a) FY 24 Budget Presentation work session
 - 8) Resolutions and Actions**
 - a) **Resolution No. 2023-04** Setting Date for Public Hearing on Designation of the Expanded Winterset Urban Renewal Area and on Urban Renewal Plan Amendment
 - b) **Resolution No 2023-05** Setting Date for Public Hearing on Proposed Fiscal Year 2023-2024 Budget
 - 9) Mayor and Council Discussion**
- Adjournment**

DATE POSTED: March 31, 2023

Andrew Barden, City Administrator

City Council of the City of Winterset, Iowa met on April 3, 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 Gustafson made a motion, seconded by Council Member Orr. 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 March 20, 2023

Parks and Recreation Board minutes from March 9, 2023
 Tree Commission Minutes from March 8, 2023
 Library Board Minutes from March 15, 2023
 Piece Works Quilt Shop - renewal Class B Retail Native Wine License

The Mayor stated that the minutes of the March 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 Fairholm and seconded by Council Member Orr 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 \$179,246.27.

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

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Madison Co Sheriff's Office, dispatch service	3,629.92
Madison CO Treasurer, gasoline	2,153.41
Payroll Account, salaries	24,752.52
Postmaster, stamps	63.00
Quality Car Care, car maint/car repairs	815.02
Winterset Municipal Utilities, utilities	24.54

FIRE:

Breedings Hardware, hdw supplies/bolt cutters	132.74
Orkin, pest control	58.99
Payroll Account, salaries	4,325.00
Quality Car Care, battery	395.90
Winterset Municipal Utilities, utilities	291.20

ADMINISTRATION:

Andrew Barden, phone reimb	50.00
Payroll Account, salaries	1,175.00
Payroll Account, salaries	5,959.44
Winterset Madisonian, pub	268.66

ANIMAL CONTROL:

Payroll Account, salaries	70.12
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BUILDING INSPECTOR:

Payroll Account, salaries	2,143.20
Veenstra & Kimm Inc., bldg./permit fees	3,886.00

TRANSFERS:

Internal Service Fund, reimb internal	5,002.70
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AIRPORT:

Winterset Airport Authority, approp	4,226.00
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ECONOMIC DEVELOPMENT:

Madison CO Alliance Group, approp	4,375.00
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GARBAGE FUND

SOLID WASTE/GARBAGE:

Payroll Account, salaries	598.70
Payroll Account, benefits	533.71

INTERNAL SERVICE FUND

ADMINISTRATION:

Access Systems Leasing, service contract	171.43
Brandy Decker, cleaning service	100.00
CIT, copier lease	276.73
Civic Plus, software installation	9,634.64
D & D Pest Control, pest control	45.00
Employee Benefit System, HRA admin fees	329.70
F & M State Bank, ACH fees	241.00
JC Cross Co, equip repairs	181.93

Mediacom, phone/internet service	562.90
MMIT Business Solutions Group, virus software	488.00
Quadient Finance USA Inc., postage	600.00
Warren Water District, reading fee	25.00
Winterset Municipal Utilities, utilities	1,292.57
ROAD USE TAX	
<u>ROADWAY MAINTENANCE:</u>	
515 Tree Service, stump grinder	1,200.00
Delta Dental, dental ins /M Porter	65.94
Payroll Account, salaries	7,889.82
Winterset Municipal Utilities, utilities	6,198.64
<u>SNOW REMOVAL:</u>	
Payroll Account, salaries	1,184.58
SEWER UTILITY FUND	
<u>SANITARY SEWER:</u>	
Bomgaars Supply, hdw supplies	294.25
Breedings Hardware, hdw supplies	82.22
Electric Pump, pump repairs	851.75
Gelco Supply Inc., root x	616.20
Grainger, garage door bottom	126.33
Internal Service Fund, reimb internal	3,335.13
Lessin Supply Co, bearing	227.45
Payroll Account, benefits	715.96
Payroll Account, salaries	966.32
Sewer Improvement Project Fund, transfer	20,000.00
Sewer Revenue Bond Sinking, transfer	24,890.08
Winterset Municipal Utilities, utilities	5,879.19
TRUST & AGENCY	
<u>POLICE:</u>	
Payroll Account, benefits	14,528.36
<u>FIRE:</u>	
Payroll Account, benefits	505.46
<u>ADMINISTRATION:</u>	
Payroll Account, benefits	4,584.60
<u>ROADWAY MAINTENANCE:</u>	
Payroll Account, benefits	6,224.32

Reports from City Boards and Departments

Street Superintendent, Ryan Flaherty provided a report for the past month of work. Superintendent Flaherty highlighted the snow removal for the City for the year including, 4 plowing events, 6 sanding events and over 590 loads of snow hauled from downtown. Ash tree stumps have been ground and backfilling of dirt is in progress. By renting a stump grinder, the department saved over an est. \$6,500.

Library Director Dave Hargrove was excused from the meeting and provided a written report. Highlighting the upcoming Youth programming "Find your Voice" and kicked off by the June 3rd "Touch a Truck" event.

Park & Recreation Director Sky Smothers was excused from the meeting and provided meeting minutes for Council.

Fire Chief Jayson McDonald highlighted the 24 calls for the month including 4 gas leaks, 4 auto accidents, 1 automobile fire, 11 grass fires, 3 structure fires, 1 sky warn response.

Police Chief Ken Burk presented a report and highlighted the increase of nearly 100 calls above average from February to March. Large school presence with Officer Garrison and participation in the "Every 15 minutes" with other County responders.

Code Enforcement Officer Hollie Burgus presented the number of nuisances complaints and follow ups for the month. Reported on Board of Adjustment and Planning and Zoning meeting, and lastly updated ordinance progress thus far.

City Administrators Report was presented to Council and highlighted the progress and work completed by City staff for the last two weeks. Including work on ordinance, website launch for April 5th, and budget work.

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.

Council Considerations and Actions

Appeal to City Council in accordance with Municipal Code section 3.205

The Mayor provided rules for the hearing to determine if procedure for the case was in compliance with the Municipal Code and if in fact the determination should be affirmed or overturned.

Administrator Barden reported and reviewed filings of the case including correspondence, genetic testing of the dog, and a copy of the Municipal Code.

An Individual residing at 122 E Jefferson St #6 requested the hearing based on Breed Restrictive Language (BRL) and the request to repeal in from the Code. Discussion was held by Council regarding BSL. The Mayor called for a motion.

Council Member Bindel made a motion to affirm the procedure was in accordance with the code and the determination shall remain and seconded by Council Member Fairholm. There being no further discussion; On roll call vote, Council Members Bindel, Fairholm, and Orr voted Aye. Council Members Cook and Gustafson voted Nay.

Whereupon the Mayor declared that the motion carried.

Council Considerations and Discussions (work session)

FY 24 Budget Presentation work session Administrator Barden presented the budget packet to the City Council. Reviewing Department Budgets, Debt Services, Revenues, and Special Revenue funds for both FY 2023 and FY 2024. Highlighting the increase of ending fund balances with a reduction of available valuations for FY 2024. Continuing, that the effort provided from our Department Heads in fiscal responsibility, planning and bidding of projects and due diligence for the overall Citizen Tax dollar is reflected in the budgeted request for FY 2024 and the current spending for FY 2023.

The Major change to taxable valuations has been overcome through revenues and strategic and professional prioritization of projects and services offered or completed. The City will retain the current tax levy rate 16.52 for the third year in a row.

Resolutions and Actions

Resolution No. 2023-04 Setting Date for Public Hearing on Designation of the Expanded Winterset Urban Renewal Area and on Urban Renewal Plan Amendment

Discussion relating to the developer's request to incorporate a parcel into the Winterset Urban Renewal Area to offset construction cost for the removal and redevelopment of a parcel.

A motion was made by Council Member Orr 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.

Resolution No 2023-05 Setting Date for Public Hearing on Proposed Fiscal Year 2023-2024 Budget

A motion was made by Council Member Cook to approve 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.

Mayor and Council Discussion

No discussion was held.

The Adjournment

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

Whereupon the Mayor declared that the motion carried, and the meeting was adjourned at 8:30 p.m.

Philip Macumber, Mayor

ATTEST:

Andrew J. Barden, City Administrator