Governmental Body: Winterset City Council

Date of Meeting: May 4, 2026

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**
2) **Pledge of Allegiance**
3) **Roll call**
4) **Adopt agenda**
5) **Public Comment**
6) **Consent Agenda**
   a) City Council Meeting Minutes from April 20, 2026
   b) Parks and Recreation Board minutes from April 6, 2026
   c) Tree Commission Minutes from April 1, 2026
   d) Library Board Minutes from April 15, 2026
   e) Class E Retail Alcohol License Renewal - Casey's General Store #1062
   f) Class B Retail Alcohol License Ownership Amendment - Dolgencorp LLC
   g) Class C Retail Alcohol License Renewal - Winterset Hotel Group LLC
   h) Utility Bill Adjustment - 1317 W Court Ave
7) **Claims**
   a) Claims in the amount of $242,573.98
8) **Reports from City Boards and Departments**
   a) Street Superintendent Ryan Flaherty
   b) Library Director Dave Hargrove
   c) Fire Chief Jayson McDonald
   d) Police Chief Ryan Pittman
   e) Code Enforcement Officer Hollie Burgus
   f) City Administrators Report
9) **Resolutions and Actions**
   a) Res No. 2026-23 To Provide For A Notice Of Hearing On Proposed Plans, Specifications, Form Of Contract And Estimate Of Cost For The 2026 Street Improvements Project, And The Taking Of Bids Therefor
   b) Res No. 2026-24 Resolution Approving Sewer Rate Increases
10) **Council Considerations , Discussions , and Work Session**
11) **Adjournment**

DATE POSTED: May 1, 2026

_____
Andrew Barden, City Administrator/City Clerk

The City Council of the City of Winterset, Iowa met on May 4, 2026 in accordance with the above Notice and Call of Public meeting. The meeting was called to order at 7 P.M. by Mayor Leners and recited the pledge of allegiance.

PRESENT: Michael Cook, Christopher Fairholm, Michael Eller Mike Fletcher, Mary Ann Orr

ABSENT: none

The Mayor asked for a motion to adopt the presented agenda. Administrator Barden noted Parks and Recreation and Streets were unable to attend the meeting. There being no further additions or deletions to the agenda and no further discussion, Council Member Fairholm made a motion, seconded by Council Member Eller. On roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried.

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.

A citizen from 1103 Dale Dr encourage sidewalk expansion between N 8th Ave and N 14th Ave for improved pedestrian safety.

A citizen from 721 E Filmore wrote the Mayor and email and requested to submit opposition to Resolution 2026-24.

Consent Agenda

City Council Meeting Minutes from April 20, 2026
Parks and Recreation Board minutes from April 6, 2026
Tree Commission Minutes from April 1, 2026
Library Board Minutes from April 15, 2026
Class E Retail Alcohol License Renewal - Casey's General Store #1062
Class B Retail Alcohol License Ownership Amendment - Dolgencorp LLC
Class C Retail Alcohol License Renewal - Winterset Hotel Group LLC
Utility Bill Adjustment - 1317 W Court Ave

The Mayor stated that the minutes of the April 20, 2026 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 Fletcher to approve the minutes as submitted. On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

Claims

The claims submitted are in the amount of $242,573.98

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

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:	
Card Services, US Flag/USB Drives/training lunch/conference/uniform name tag/ Flea Collar/Postage	429.49
Madison County Sheriff, dispatch services	7,500.00
Payroll Account, salaries	29,784.06
Payroll Account, salaries	31,046.84
Quality Car Care, oil & filter change/tire repair	102.99
Winterset Municipal Utilities, utilities	24.08
FIRE:	
Agriland FS Inc, gasoline	1,850.83
Card Services, supplies	665.72
Danko Emergency Equipment Co, lock out screw/akron valve	511.67
Mediacom, phone/internet service	333.34
MMIT Business Solutions Group, monthly contract	40.00
O'Reilly Automotive Inc, fuel pump	74.58
Quality Car Care, a/c service/brake pressure switch	260.40
R & B Tire and Auto, repairs	3,720.00
Reliant Fire Apparatus Inc, repairs	1,880.90
Simon Welding, repair ladder rack	62.10
Winterset Municipal Utilities, utilities	230.68
ADMINISTRATION:	
Card Services, housing inspection training	153.54
Madison County Recorder, recording fees	226.00
Payroll Account, salaries	1,825.00
Payroll Account, salaries	7,165.23
Payroll Account, salaries	7,208.56
Winterset Madisonian, publications	328.03
BUILDING INSPECTOR:	
Payroll Account, salaries	3,343.27
Payroll Account, salaries	3,343.27
ECON. DEVELOPMENT:	
Madison County Alliance Group, appropriation	4,697.92

AIRPORT:

Winterset Airport Authority, appropriation	5,055.83

GARBAGE FUND

SOLID WASTE/GARBAGE:

Payroll Account, benefits	188.35
Payroll Account, benefits	488.10
Payroll Account, salaries	1,132.26
Payroll Account, salaries	1,132.26

INTERNAL SERVICE FUND

ADMINISTRATION:

Access Systems Leasing, service contract	420.86
Card Services, CDL Clearinghouse	25.00
D & D Pest Control, pest control	45.00
First Citizens Bank & Trust Co, copier lease	371.48
GreatAmerica Financial Services, server lease	699.44
Mediacom, phone/internet service	564.41
MMIT Business Solutions Group	36.49
Quill Corporation, copy paper	75.98
Schindler Elevator Corp, elevator inspection	2,208.27
Warren Water District, reading fees	25.00
Winterset Municipal Utilities, utilities	1,124.10

ROAD USE TAX

ROADWAY MAINTENANCE:

Card Services, couplers	25.98
Grimes Asphalt and Paving Corp, cold mix	1,294.25
Lincoln Concrete & Structures, street patch	2,750.00
Payroll Account, salaries	8,039.15
Payroll Account, salaries	8,189.21
Veenstra & Kimm Inc, street improvements	54,003.78
Winterset Municipal Utilities, utilities	1,117.34

STREET CLEAN:

Payroll Account, salaries	1,364.48
Payroll Account, salaries	1,416.96

SEWER UTILITY FUND

SANITARY SEWER:

Allender Butzke Engineers Inc, WWTF Improvements	1,424.08
Bomgaars Supply, supplies	122.75
Card Services, supplies	263.17
Microbac Laboratoires Inc, lab testing	349.10
Payroll Account, benefits	375.80
Payroll Account, benefits	854.61
Payroll Account, salaries	2,247.72
Payroll Account, salaries	2,247.72
US Blue Book, PH buffer pack	142.92
Winterset Municipal Utilities, utilities	7,098.11

TRUST & AGENCY

POLICE:

Payroll Account, benefits	5,009.41
Payroll Account, benefits	6,537.43

ADMINISTRATION:

Payroll Account, benefits	1,759.55
Payroll Account, benefits	4,549.53
Payroll Account, benefits	4,549.53

ROADWAY MAINTENANCE:

Payroll Account, benefits	1,612.43
Payroll Account, benefits	4,827.64

Reports from City Boards and Departments

Street Superintendent Ryan Flaherty no report.

Library Director Dave Hargrove noted updates to sidewalk improvements, pending construction contract for small group space, and a robust book sale. Program attendance is up 20% and the Touch a truck/ See a train event is upcoming. Summer program is titled, “Plant a seed, Read”.

Fire Chief Jayson McDonald was absent, Captain Chism Orr provided report for both March and April. Call volume, station tours, and parade attendance were discussed.

Police Chief Ryan Pittman was absent, Sgt Michael Wood presented calls, training, grant award recipients, open officer positions, and highlighted Officer McDonalds 2-year work anniversary.

Code Enforcement Officer Hollie Burgus presented a monthly report including 49 violations and 29 complying. Board of Adjustment and Planning and Zoning meeting report was given. Rental Inspection Program was discussed, and future work includes a fall clean up date, TBD. And the full submittal of the Thriving Iowa application.

City Administrators Report included project updates and benchmarks for streets project and pending phase 2 award. Zoning assistance to a developer, parcel addressing, parcel variances, and Strom water issues. Administrator Barden reported the budget was submitted to the County Auditor and the State of Iowa.

Resolutions and Actions

A motion was made by Council Member Cook to approve Resolution No. 2026-23 a Resolution To Provide For A Notice Of Hearing On Proposed Plans, Specifications, Form Of Contract And Estimate Of Cost For The 2026 Street Improvements Project, And The Taking Of Bids Therefor 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.

Resolution No. 2026-23

TO PROVIDE FOR A NOTICE OF HEARING ON PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2026 STREET IMPORTVEMENTS PROJECT, AND THE TAKING OF BIDS THEREFOR

WHEREAS, the City Council of the City of Winterset, Iowa (the “City”), has determined that it is necessary and desirable that a public improvement be constructed as described in the proposed plans and specifications and form of contract prepared by Veenstra & Kimm, Inc., the Project Engineers for such public improvement, which may be hereafter referred to as the “2026 Street Improvements” (and is sometimes hereinafter referred to as the "Project”), which proposed plans, specifications and form of contract and estimate of costs are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications and form of contract and estimate of cost for the Project and to be advertise for sealed bids for the Project;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Winterset, IA, as follows:

Section 1. The notice of hearing and notice to bidders referred to in the preamble hereof are hereby approved.

Section 2. The Project is necessary and desirable for the City, and it is in the best interests of the City to proceed toward the construction of the Project.

Section 3. The amount of the bid security to accompany each bid is hereby fixed at 5% of the total amount of the bid.

Section 4. The City Council hereby delegates to the City Clerk the duty of receiving, opening, and announcing the results of all bids for the construction of the Project, on the 29th day of April, 2026, at 2:00 p.m., at the office of the City Clerk, City Hall, Winterset, Iowa. The 18th day of May, 2026, at 7:00 p.m., at the Winterset City hall, Winterset, Iowa, is hereby fixed as the time and place of hearing on the proposed plans, specifications, form of contract and estimate of cost for the Project and also as the time and place of considering bids received by the City Clerk in connection therewith.

Section 5. The City Clerk is hereby authorized and directed to give notice of the hearing by publication of such notice in a newspaper of general circulation in the City, which publication shall be made not less than 4 nor more than 20 days prior to the date of said hearing. The said notice shall be in the form substantially as attached to this resolution.

Section 6. All previsions set out in the following form of notice are hereby recognized and prescribed by this City Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved May 4th, 2026.

_____
Thomas J. Leners, Mayor

Attest: _____
Andrew Barden, City Administrator/City Clerk

A motion was made by Council Member Fairholm to approve Resolution No. 2026-24 a Resolution Approving Sewer Rate Increases seconded by Council Member Eller. Council Member Fairholm included comment regarding obligation of future debt payment and conditions of lending agency, as well as prior absent rate increases for extensive years. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

RESOLUTION NO. 2026-24

RESOLUTION APPROVING SEWER RATE INCREASES

WHEREAS The City of Winterset manages and operates an independent sewer utility; and,

WHEREAS the Facility needs renovations and reconstruction due to the facility reaching its useful life; and,

WHEREAS the City intends to enter into long-term financing with a USDA loan to complete the project; and,

WHEREAS the revenue of such utility needs to be adjusted for future financial obligations and current operating expenses exceed the current revenue; and,

BE IT RESOLVED by the City Council of the City of Winterset, Iowa the sewer rate shall be increased for all accounts by 10% effectively July 1, 2026; and,

BE IT FURTHER RESOLVED by the City Council of the City of Winterset, Iowa the sewer rate shall be increased for all accounts by 10% effectively July 1, 2027; and,

BE IT FURTHER RESOLVED that the Mayor and City Administrator are hereby authorized to execute these increases on the first bill in July 2026.

Passed and approved this 4th day of May, 2026.

Thomas J. Leners, Mayor

Andrew Barden, City Administrator/ City Clerk

Council Considerations, Discussions, and Work Session

Council Member Fairholm requested a report or document of new property tax laws be shared once available. Mayor Leners requested a PSA to educate the separate streams of solid waste and recycling; disproving the belief that recycling goes to the landfill.

The Adjournment

There being no further business, Council Member Fletcher then 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 7:23 p.m.

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Thomas J. Leners, Mayor

ATTEST:

Andrew Barden, City Administrator/City Clerk