Governmental Body: Winterset City Council

Date of Meeting: June 1, 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 May 18, 2026
   b) Parks and Recreation Board minutes from May 13, 2026
   c) Tree Commission Minutes from May 6, 2026
   d) Library Board Minutes from May 20, 2026
   e) Class C Retail Alcohol License Renewal - Winterset Livery, LLC
   f) Retail Tobacco License Review - R &R Group, Inc.
   g) Appoint Kathy Binns to Low Rent Housing
7) **Claims**
   a) Claims in the amount of $178,428.87
8) **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 Ryan Pittman
   f) Code Enforcement Officer Hollie Burgus
   g) City Administrators Report
9) **Resolutions and Actions**
   a) Resolution No. 2026-28 A Resolution Approving A Standard Form Of Agreement With Hildreth Construction Services, LLC
10) **Council Considerations , Discussions , and Work Session**
11) **Adjournment**

DATE POSTED: May 29, 2026

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Andrew Barden, City Administrator/City Clerk

The City Council of the City of Winterset, Iowa met on June 1, 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. There being no further additions or deletions to the agenda and no further discussion, Council Member Fletcher made a motion, seconded by Council Member Cook 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.

The Mayor noted that no one had signed up for public comment at this time.

Consent Agenda

City Council Meeting Minutes from May 18, 2026
Parks and Recreation Board minutes from May 13, 2026
Tree Commission Minutes from May 6, 2026
Library Board Minutes from May 20, 2026
Class C Retail Alcohol License Renewal - Winterset Livery, LLC
Retail Tobacco License Review - R &R Group, Inc.
Appoint Kathy Binns to Low Rent Housing

The Mayor stated that the minutes of the May 18, 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 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.

Claims

The claims submitted are in the amount of $178,428.87

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 Eller seconded the motion. On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:	
Bomgaars Supply, windshield solvent	23.92
Galls LLC, pants	335.25
Madison County Sheriff, dispatch services	7,500.00
Psychology Associates, PLLC, fitness of duty evaluation	285.00
Winterset Municipal Utilities, utilities	27.44
FIRE:	
Agriland FS Inc, gasoline	157.78
Bobs Custom Trophies, clip on tags	114.75
Brothers Ace4, LLC, batteries	53.97
CenturyLink, phone service	1.27
Danko Emergency Equipment Co, helmet/warning light	1,538.50
Feld Fire, turn out gear	10,333.35
Galls LLC, shirt/belt/bell crown/nameplate/emblem	301.67
R & B Tire and Auto, repairs	760.00
Rainbow International, gear cleaning	150.00
Reagan Rater, window cleaning	350.00
Reliant Fire Apparatus Inc, heater assembly repairs	2,550.91
Verizon Wireless, cellular service	226.88
Waldinger Corp, semiannual maintenance/replace toggle switch	1,163.39
Winterset Municipal Utilities, utilities	236.48
ADMINISTRATION:	
Winterset Madisonian, publications	267.24
BUILDING INSPECTOR:	
Veenstra & Kimm Inc, building permit fees	3,786.10
ECON. DEVELOPMENT:	
Madison County Alliance Group, appropriation	4,697.92
AIRPORT:	
Winterset Airport Authority, appropriation	5,055.83

INTERNAL SERVICE FUND

ADMINISTRATION:	
D & D Pest Control, pest control	45.00
First Citizens Bank & Trust Co, copier lease	742.96
Winterset Municipal Utilities, utilities	1,113.21

ROAD USE TAX

ROADWAY MAINTENANCE:

Bomgaars Supply, patching cement	25.79
McDonalds Lawn & Tree Care, tree removal	33,550.00
Quadient Finance USA Inc, postage/meter lease	2,044.23
Quill Corporation, paper towels/tissues/copy paper	168.40
Veenstra & Kimm Inc, street improvements	31,400.00
Warren Water District, readings fee	25.00
Winterset Municipal Utilities, utilities	1,414.13

SEWER UTILITY FUND

SANITARY SEWER:

Allender Butzke Engineers Inc, WWTF Improvements	1,463.08
Patriot Critical Power, annual maintenance	1,997.31
Winterset Municipal Utilities, utilities	6,537.90

SEWER IMPROVEMENT PROJECT

SANITARY SEWER:

Strand Associates Inc, engineer fees	57,984.21

Reports from City Boards and Departments

Street Superintendent Ryan Flaherty reported to council ordering road salt 125 tons up from 75 tons last year with the intent of using more salt to sand mix for the coming winter season. Painting uptown has begun to promote and improve the downtown square for tourism season. School painting will occur in August prior to the next school year. Phase one street project is coming to an end and punch list items remaining include grading, cleanup of the streets, approaches being repaired, and the contractor shall be done by 31 May. Phase 2 is intended to begin mid-June per the engineer. Improvements to Cedarwoods development will occur in July. Superintendent Flaherty reported bringing as much equipment as possible to the library hosted touch a truck event. Mayor Leners thanked superintendent Flaherty for placement of a “no outlet” sign and council member Fairholm inquired about tree trimming; which was being done to promote bus tourism at the request of the Chamber of Commerce.

Library Director Dave Hargrove reported to council an increase of 25% on programs, and intent to close FYI 26 within budget. Thanking the operators that intended to appear at touch of truck event and the model railroad display on the same period. Director Hargrove encouraged council's approval of pending contract later in the meeting. The library is now accredited through 2029 as a Tier 3, for size “E” libraries.

Park & Recreation Director Sky Smothers report to council including the aquatic center open with 51 employees and having an augmented schedule for the last week of school. Further discussions of reducing the Fieldhouse and Police Department project by nearly 25% to a $16.4 million project which does remove the LED floor, sand volleyball, indoor playground and simulation area; and reimagining those spaces while retaining the desires of the community. Report on park operations; including campground attendance, Husky Help Day projects. Friends of the Winterset Parks and Rec department completed a re-dedication and mural unveiling completed by Christine Hilbert and Clayton Stevens and funded through donations at Carver Park. Additionally, the placement of downtown flowers again through donated funds. Recreation Programs includes T-ball, pitch-hit-and-run, Pickleball, Movie in the park, and swim lessons.

Fire Chief Jayson McDonald was absent from the meeting.

Police Chief Ryan Pittman provided report to council noting slightly higher calls for this month and reported community events and training; including parades, 5K run, and attendance at the Iowa Police Chief Association conference.

Code Enforcement Officer Hollie Burgus reported 33 cases in the month of May, 37 complying. Right of way junk and debris were the main cause of violation. Burgus gave a report on planning and zoning and board of adjustments meetings and noted the Iowa Thriving Community application will be submitted by June 5.

City Administrators Report was presented in packet noting, large work done on the Landfill board and a pending job posting. Further discussion about street project and wastewater treatment facility was held. Attendance at a food scarcity and food bank. Discussion and collaboration with external partners were also held. Lastly, highlighting auditors on site in the next few weeks to complete the audit.

Resolutions and Actions

A motion was made by Council Member Cook to approve Resolution No. 2026-28 a Resolution Approving a Standard Form to Agreement With Hildreth Construction Service, LLC

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.

RESOLUTION NO. 2026-28

A RESOLUTION APPROVING A STANDARD FORM OF AGREEMENT WITH HILDRETH CONSTRUCTION SERVICES, LLC

WHEREAS, the Library Board awarded FEH with architectural design of the “Small Meeting Space Project”; and,

WHEREAS, Competitive bids were received by FEH in accordance with Iowa Code §26.3, “Competitive bids for public improvement contracts”; and,

WHEREAS, the project funds are subject to Iowa Code §26.6, “If private funds are offered to a governmental entity for a building or an improvement to be used by the public and such funds are conditioned upon private construction of the building or improvement, this chapter shall not apply to the project if the governmental entity does not contribute any funds to such construction”; and,

WHEREAS, Iowa Code §26.10, “Opening and Considering bids”, “The governmental entity may, by resolution, award the contract for the public improvement to the bidder submitting the lowest responsive, responsible bid”; and,

THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa shall enter the agreed upon standard form of agreement with Hildreth Construction LLC to perform the work in accordance with the scope of such agreement for the sum of $97,000.00

Passed and approved this 1st Day of June 2026.

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Thomas J. Leners, Mayor

ATTEST:

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Andrew Barden, City Administrator/City Clerk

Council Considerations, Discussions, and Work Session

Council Member Fairholm asked for rental numbers and when the work session was intended to be done

Mayor Leners noted a report a letter from a citizen to be shared to department heads about trees and communicating with a prior citizens request to be heard relative to chickens.

The Adjournment

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

Whereupon the Mayor declared that the motion carried, and the meeting was adjourned at 7:29 p.m.

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Thomas J. Leners, Mayor

ATTEST:

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Andrew Barden, City Administrator/City Clerk