Governmental Body: Winterset City Council

Date of Meeting: July 6, 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) **Proclamation**
   a) Designation of July as Park and Recreation Month
6) **Public Comment**
7) **Consent Agenda**
   a) City Council Work Session Minutes from June 11, 2026
   b) City Council Meeting Minutes from June 15, 2026
   c) Parks and Recreation Board minutes from June 10, 2026
   d) Tree Commission Minutes from June 3, 2026
   e) Library Board Minutes from June 17, 2026
   f) Device Retailer License Review - R & R Group, Inc.
   g) Class E Retail Alcohol Renewal - TFL Inc
   h) Ownership Amendment - Madison County Chamber of Commerce
   i) Special Class B Retail Native Wine License Renewal - Madison County Chamber of Commerce
   j) Code Enforcement Monthly Report
   k) Appoint Richard Tucker to Winterset Library Board
8) **Claims**
   a) Claims in the amount of $1,054,282.68
9) **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 Chism Orr
   e) Police Chief Ryan Pittman
   f) City Administrators Report
10) **Resolutions and Actions**
   a) Resolution No. 2026-31 Resolution Authorizing Bank Signatures and Approving Public Entity Bank Resolution
   b) Resolution No. 2026-32 Resolution Setting a date for Public Hearing to Amend Winterset Municipal Code Title IV, Chapter 12, Building Codes, Section 4.12003. Definitions.
   c) Resolution No 2026-33 Resolution Approving Fire Officers and Chief
11) **Council Considerations , Discussions , and Work Session**
   a) Solid Waste Enterprise Fund
12) **Adjournment**

DATE POSTED: July 2, 2026

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Andrew Barden, City Administrator/City Clerk

The City Council of the City of Winterset, Iowa met on July 6, 2026 in accordance with the above Notice and Call of Public meeting. The meeting was called to order at 7 P.M. by Mayor Pro Tem Fairholm and recited the pledge of allegiance.

PRESENT: Michael Cook, Christopher Fairholm, Michael Eller Mike Fletcher,

ABSENT: Mary Ann Orr

The Mayor Pro Tem 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 Pro Tem declared that the motion carried.

Proclamation

Designation of July as Park and Recreation Month

WHEREAS parks and recreation is an integral part of communities throughout this country, including the City of Winterset and

WHEREAS parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimers; and

WHEREAS parks and recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS parks and recreation is a leading provider of healthy meals, nutrition services and education; and

WHEREAS park and recreation programming and education activities, such as out of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation is fundamental to the environmental well-being of our community; and

WHEREAS parks and recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS The City of Winterset recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE, BE IT RESOLVED BY the Winterset City Council that July is recognized as Park and Recreation Month in the Winterset, Iowa.

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 Pro Tem noted that no one had signed up for public comment at this time.

Consent Agenda

City Council Work Session Minutes from June 11, 2026
City Council Meeting Minutes from June 15, 2026
Parks and Recreation Board minutes from June 10, 2026
Tree Commission Minutes from June 3, 2026
Library Board Minutes from June 17, 2026
Device Retailer License Review - R & R Group, Inc.
Class E Retail Alcohol Renewal - TFL Inc
Ownership Amendment - Madison County Chamber of Commerce
Special Class B Retail Native Wine License Renewal - Madison County Chamber of Commerce
Code Enforcement Monthly Report
Appoint Richard Tucker to Winterset Library Board

The Mayor Pro Tem stated that the minutes of the June 15, 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 Eller and seconded by Council Member Cook to approve the minutes as submitted. On roll call vote, all Council Members voted Aye.

Whereupon the Mayor Pro Tem declared that the motion carried.

Claims

The claims submitted are in the amount of $1,054,282.68

The Mayor Pro Tem 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 Fletcher seconded the motion. On roll call vote, all Council Members voted Aye.

Whereupon the Mayor Pro Tem declared that the motion carried.

GENERAL

POLICE:	
Card Services, badges, paper, office supplies	653.05
Karl Emercy Vehicles, equipment	875.85
Lexipol LLC, annual policy	7,099.85
Madison County Sheriff, dispatch services	7,500.00
Mainstay Systems of Iowa LLC, annual maintenance	4,464.00
Quality Car Care, vehicle repairs	976.03
Roush Collision & Restoration, tow car	75.00
Secretary of State, notary application	30.00
Shield Technology Corp, software	3,377.50
Stanard & Associates, testing	147.49
Sunset Law Enforcement, equipment	2,496.00
T-Mobile, phone services	828.30
Winterset Municipal Utilities, utilities	30.92
FIRE:	
Agriland Fs Inc, gasoline	605.13
Brothers Ace4, LLC, supplies	99.94
Card Services, supplies	61.09
Fareway Stores Inc, supplies	200.91
Jackson Garage Doors, maintenance	150.50
Med Compass, physical	260.00
Reliant Fire Apparatus Inc, repairs	2,550.91
Verizon Wireless, cellular service	226.88
Winterset Municipal Utilities, utilities	282.30
ADMINISTRATION:	
Ahlers & Cooney PC, professional services	59.00
IA Municipalities Workers Comp, work comp premium	4,964.00
Iowa League of Cities, member dues 07/26-07/27	3,383.00
Winterset Madisonian, publications	248.38
PLANNING & ZONING:	
Janice Bowers, board of adj mtgs	60.00
Larry Dillinger, board of adj mtgs	50.00
Robert Duff, board of adj mtgs	50.00
James Liechty, board of adj mtgs	40.00
Shari Bush, board of adj mtgs	20.00
BUILDING INSPECTOR:	
Veenstra & Kimm Inc, professional services	3,522.20
ECON. DEVELOPMENT:	
Agriland FS Inc, June 2026 TIF tax rebate	14,011.25
Agrivision Group Properties LLC, June 2026 TIF tax rebate	39,993.50
Casper Family LC, June 2026 TIF tax rebate	16,423.77
Corkrean Development Inc, June 2026 TIF tax rebate	17,385.79
Corkrean Properties LLC, June 2026 TIF tax rebate	15,109.68
Corkrean Watts Development Co, June 2026 TIF tax rebate	18,249.24
Hirta Public Transit, transit allocation	5,000.00
Hy-Vee Inc, June 2026 TIF tax rebate	52,222.50
Madison County Alliance Group, appropriation	4,697.92
Ridge Investment Group LLC, June 2026 TIF tax rebate	10,486.88
Scott & Jennifer Stover, June 2026 TIF tax rebate	13,524.34
Winterset Hotel Group LLC, June 2026 TIF tax rebate	29,237.00
AIRPORT:	

Winterset Airport Authority, appropriation	5,055.83

INTERNAL SERVICE FUND

ADMINISTRATION:

Access Systems Leasing, service contract	171.43
D&D Pest Control, pest control	45.00
Elevator Safety Bureau, annual inspection	175.00
Great America Financial Services, server lease	286.14
Mediacom, phone/internet service	1,147.32
MMIT Business Solutions Group, monthly contract	176.36
Quadient Finance USA Inc, postage	600.00
Quill Corporation, office supplies	287.16
Superior Home Improvements LLC, repairs	1,321.45
Warren Water District, readings fee	25.00
Winterset Municipal Utilities, utilities	742.90

ROAD USE TAX

ROADWAY MAINTENANCE:

Armor Equipment, repairs	370.44
Veenstra & Kimm Inc, street improvements	22,179.00
Winterset Municipal Utilities, utilities	15,155.03

SEWER UTILITY FUND

SANITARY SEWER:

Allender Butzke Engineers Inc, WWTF improvements	2,416.12
Auto-Owners Insurance, USDA Bond WWTF	4,542.00
Bomgaars Supply, supplies	437.12
Microbac Laboratories Inc, lab testing	2,609.25
Oreilly Automotive Inc, repairs	221.87
Vanderpool Construction Inc, repair service line	16,614.15
Winterset Municipal Utilities, utilities	6,090.44
Woodruff Construction LLC, WWTF Pay app 11	691,883.57

Receipts from previous month:

General Fund:	$24,602.30
Special Revenue Fund:	$0.00
TIF Special Revenues Funds:	$4,610.05
Debt Service Funds:	$5,756.64
Capital Project Funds:	$0.00
Enterprises Funds:	$0.00

Reports from City Boards and Departments

Street Superintendent Ryan Flaherty presented report to council highlighting 264 hours of tree trimming along the tourism bus route, 4th Ave., and other major intersections. Future work include rocking alleys this next 30 days. Phase 2 of the street construction project will begin this week with a preconstruction meeting at 10 AM on 7/7/2026. Road salt was delivered. Cracks were repaired at Cedarwoods, Council Member Eller inquired about 8th and Green Superintendent Flaherty said it will be fixed with improvements.

Library Director Dave Hargrove presented report to council including 13,000 patrons for the fiscal year accrediting success to the staff and community involvement. Sidewalk repairs are pending following a citizens fall. HVAC maintenance is underway. Director Hargrove also mentioned a donation by artist Gary Horn. Construction for the small meeting spaces will begin and anticipated completion is August 2026.

Park & Recreation Director Sky Smothers reported updates for parks department including a pending 100 year celebration of Clark Tower. Sign placement for scenic byways near cutler-Donahue Bridge, and placement of portable toilets near pickleball courts. Aquatics is underway and the facility is open most days from 9am-8pm with programs, rentals, and community usage. Pending or open programs include pickleball, Adult Bags, Youth Flag Football, Youth Volleyball, Free Fishing, and Movies in the Park.

Fire Chief Chism Orr presented to council the calls for the month, the arrival of a grass rig and tanker on July 13, and presented council with fire officer results.

Police Chief Ryan Pittman Chief Pittman presented a written report to council, including training and community involvement most recently Alice training at the hospital, participation and touch a truck, quarterback club golf outing and coordinating Parks And Rec and The Friends of the Parks and Recreation creating a community event. Officers Douglas and Garrison celebrated nine years, Captain Roger Shortt will retire on July 14. A receptionist will follow from 1 to 4 at City Hall. Council member Fairholm inquired about Firework calls for the weekend, noting only a few.

City Administrators Report was provided to council and included the progress made the following period including infrastructure project coordination, attendance at meetings, inquiring and investigating grant opportunities for storm sirens and other mitigations, assisting auditors as requested, executing a 5 year maintenance agreement with the DOT, Competing Safety Training, landing interim financing and reconciling sewer fund accounts, receiving the highest rating possible with a MIG-1 rating for utility revenue bonds.

Resolutions and Actions

A motion was made by Council Member Eller to approve Resolution No. 2026-31 a Resolution Authorizing Bank Signatures and Approving Public Entity Bank Resolution seconded by Council Member Cook. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor Pro Tem declared that the motion carried.

RESOLUTION NO. 2026-31

RESOLUTION AUTHORIZING BANK SIGNATURES
AND APPROVING PUBLIC ENTITY BANK RESOLUTION

WHEREAS, it is customary to separate duties in financial processes for transparency and security of public funds; and,

WHEREAS, Andrew Barden (City Administrator/City Clerk), Mariah Bowman (Utility Billing and Accounting Clerk), Megan Rhoads (Deputy City Clerk) shall have access to review, reconcile, and inspect balances, and confirm payroll disbursements on all accounts including but not limited to online baking accounts for purposes listed above, and

WHEREAS, Thomas Fairholm (Mayor Pro Tem), Andrew Barden (City Administrator/City Clerk) shall be primary and countersignature authority on routine and customary claims and warrants and Megan Rhoads (Deputy City Clerk) shall provide countersignature disbursements greater than $10,000.00; and,

WHEREAS, Andrew Barden (City Administrator/City Clerk) shall sign and approve transfers and investments with all financial institutions; and

WHEREAS, these individuals shall comprise the list of City officials and employees authorized to conduct the financial responsibilities of the City of Winterset; and,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa that a resolution listing certain City officials and City employees who are authorized to exercise the aforementioned banking duties and powers at the Union State Bank, American State Bank, Farmers and Merchants State Bank, and Two Rivers Bank is hereby approved.

Passed and approved this 6th day of July 2026.

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Christopher Fairholm, Mayor Pro Tem

ATTEST:

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Andrew J Barden, City Administrator/ City Clerk

A motion was made by Council Member Fletcher to approve Resolution No. 2026-32 a Resolution Setting a date for Public Hearing to Amend Winterset Municipal Code Title IV, Chapter 12, Building Codes, Section 4.12003. Definitions seconded by Council Member Cook. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor Pro Tem declared that the motion carried.

RESOLUTION NO. 2026-32

A RESOLUTION SETTING A DATE FOR PUBLIC HEARING ON
AMENDMENT TO WINTERSET MUNICIPAL CODE TITLE IV, CHAPTER 12,
SECTION 4.12003

NOW THEREFORE, be it resolved by the City Council of Winterset, Iowa, as follows:

The City Council of the City of Winterset, Iowa, will meet on July 20th, 2026 at the City Hall in the City, at 7:00 p.m., for the purpose of instituting proceedings Amendment to Winterset Municipal Code Title IV, Chapter 12, Building Codes, Section 4.12003. Definitions.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to cause notice of this public hearing to be published.

Passed and approved this 6th Day of July 2026.

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Christopher Fairholm, Mayor Pro Tem

ATTEST:

Andrew J. Barden, City Administrator/ City Clerk

A motion was made by Council Member Cook to approve Resolution No. 2026-33 a Resolution Approving Fire Officers and Chief seconded by Council Member Fletcher. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor Pro Tem declared that the motion carried.

RESOLUTION NO. 2026-33

RESOLUTION APPROVING FIRE OFFICERS AND CHIEF

WHEREAS, the annual voting and appointment for fire officers by the Winterset Fire Department occurred in July of 2026; and,

WHEREAS, Title I, Chapter 4, Section 1.402 “Fire Chief” The City Administrator, or his or her designee, may authorize the Fire Department personnel to nominate by vote a qualified candidate for Fire Chief. The City Administrator, or his or her designee, shall appoint the Fire Chief for a term not to exceed two (2) years or to fill a temporary vacancy; and,

WHEREAS, the Winterset Fire Department SOGs (approved Res. No 2023-24) states, “the Chief is appointed for a 2 year term with an annual review.”; and,

WHEREAS, Officers are appointed on a 1 year term and elected in the month of July annually; and,

WHEREAS, the results for annual voting and appointments for are as follows;

Fire Chief: Chism Orr, exp. 7/2028
Assistant Chief: Mike Ham, exp. 7/2027
Captain: Evan Davis, exp. 7/2027
Lieutenant: Wade Banning, exp. 7/2027
2nd Lieutenant: Chris Roberts, exp. 7/2027
3rd Lieutenant: Dale Cleghorn, exp. 7/2027

BE IT RESOLVED by the City Council of the City of Winterset, Iowa that the presented Fire Officers for the Winterset Fire Department be documented as received by Council and approved by the City Administrator.

Passed and approved this 6th day of July 2026.

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Christopher Fairholm, Mayor Pro Tem

ATTEST:

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Andrew Barden, City Administrator/ City Clerk

Council Considerations, Discussions, and Work Session

Solid Waste Enterprise Fund

Administrator Barden provided history of the waste management contract and the fuel surcharge imposition August 2026 for 10% percent of the bill for six months. Administrator Barden advocated for increasing to 10% in anticipation to absorb future contracts increases. Council discussed alternatives and request a resolution at the next meeting.

Mayor Pro Tem Fairholm invoked a conversation about sidewalk repairs, installation, and replacement with the council; including proposed projects, funding sources and timing. Administrator Barden will work with the Street Dept to present a plan of action in the future.

Council member Fletcher remarked to the council relative to a social media presence being an act of the first amendment, whereas disagreeing citizens correlate his position as a council member and not a citizen to be rebuked and dismissed when speaking as a private citizen.

Attorney Rosien mentioned a council a memorandum provided by email relative to pending ordinance amendment and definitions. Encourage questions and comments to her Office.

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 Eller. All Council Members voted Aye.

Whereupon the Mayor Pro Tem declared that the motion carried, and the meeting was adjourned at 7:54 p.m.

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Christopher Fairholm, Mayor Pro Tem

ATTEST:

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Andrew Barden, City Administrator/City Clerk