Governmental Body: Winterset City Council

Date of Meeting: November 2, 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) **Presentation and Swearing in of Police Officer**
6) **Public Comment**
7) **Consent Agenda**
   a) City Council Meeting Minutes from October 19, 2026
   b) Parks and Recreation Board minutes from October 14, 2026
   c) Tree Commission Minutes from October 7, 2026
   d) Library Board Minutes from September 16, 2026
   e) Alcohol License Modify Privileges Amendment - Winterset Livery
   f) Utility Bill Adjustment - 119 N 1st St
   g) Utility Bill Adjustment - 906 W Filmore St
8) **Claims**
   a) Claims in the amount of $1,873,212.95
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) Code Enforcement Officer Hollie Burgus
   g) City Administrators Report
10) **Resolutions and Actions**
   a) Res No. 2026-50 Resolution Setting A Date For Public Hearing On Ordinance 678 Expanding Authority And Duties Of The City Of Winterset Park And Recreation Board To Include Cemetery And Cemetery-Related Operations And Services
   b) Res No. 2026-51 A Resolution Setting A Date For Public Hearing On Ordinance 679 Establishing The City Of Winterset As Trustee For The Perpetual Maintenance Of The Winterset Cemetery And Prescribing Authority For Operation Of The Winterset Cemetery
   c) Res No. 2026-52 Supporting A Community Event For Festival Of Lights
11) **Public Hearing**
   a) Public Hearing for Ord #677 in accordance with Res No. 2026-48; considering an Ordinance to amend the Winterset Municipal Code by adopting Iowa Code Section 321.276, *Use of Electronic Devices While Driving*, by reference
12) **Ordinance Readings**
   a) Ordinance No #677 first reading and consideration
      i) Option to waive 2nd & 3rd reading of Ordinance #677
      ii) Option to adopt and approve Ordinance #677
13) **Closed Session**
   a) Pursuant to Iowa Code Section 21.5(1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
14) **Council Considerations , Discussions , and Work Session**
15) **Adjournment**

DATE POSTED: October 30, 2026

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Andrew Barden, City Administrator/City Clerk

The City Council of the City of Winterset, Iowa met on November 2, 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.

Presentation and Swearing in of Police Officer

Chief Ryan Pittman introduced Aiden Wood remarking of his education, application and pending Academy class starting in January of 2027. Chief Pittman gave high regards and anticipates a quality officer for the City of Winterset.

Mayor Leners administered the Oath and welcomed Officer Wood.

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 October 19, 2026
Parks and Recreation Board minutes from October 14, 2026
Tree Commission Minutes from October 7, 2026
Library Board Minutes from September 16, 2026
Alcohol License Modify Privileges Amendment - Winterset Livery
Utility Bill Adjustment - 119 N 1st St
Utility Bill Adjustment - 906 W Filmore St

The Mayor stated that the minutes of the October 19, 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 Fletcher 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 $1,873,212.95

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:	
Axon Enterprise Inc, cameras	48,000.00
Iowa Law Enforcement Academy, instructor courses	1,235.00
Iowa Prison Industries, business cards	91.00
Madison County Sheriff, dispatch services	7,500.00
Mediacom, phone/internet service	436.90
Quality Car Care, tires/oil change/repairs	2,305.89
Traffic Logix, speed signs	5,156.00
Winterset Municipal Utilities, utilities	49.83
FIRE:	
Agrivision Group LLC, repairs	60.00
Carquest of Winterset, oil/LED bulb	34.73
Quill Corporation, clipboards	18.61

The Waldinger Corporation, maintenance contract	927.50
Winterset Municipal Utilities, utilities	331.83
ADMINISTRATION:	
Madison County Treasurer, property tax	494.00
Winterset Madisonian, publications	182.79
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
GreatAmerica Financial Services, server lease	635.86
Mediacom, phone/internet services	571.87
MMIT Business Solutions Group, monthly contract	36.49
Quadient, Inc, postage	3,223.45
Quill Corporation, paper clips/hand soap/dry erase markers/copy paper/coffee sheet protectors	183.90
Warren Watter District, reading fees	25.00
Winterset Municipal Utilities, utilities	738.83

ROAD USE TAX

ROADWAY MAINTENANCE:	
Bomgaars Supply, saw/shovel/transmission fix/plug/bolts/nuts/washers	118.81
Grimes Asphalt and Paving Corp, cold mix	1,255.50
Veenstra & Kimm Inc, street improvements	4,000.00
Winterset Municipal Utilities, utilities	1,308.67

SEWER UTILITY FUND

SANITARY SEWER:	
Allender Butzke Engineers Inc, WWTF Improvements	1,190.56
Era, ph	207.23
Microbac Laboratoires Inc, lab testing	698.20
Quill Corporation, toner	399.91
Winterset Municipal Utilities, utilities	6,727.42
Woodruff Construction, LLC, WWTF Pay App 14	1,774,525.46

Reports from City Boards and Departments

Street Superintendent Ryan Flaherty presented council with a monthly activity report. Highlighting the continuous use of the street sweeper for fall clean up. Sign replacement is occurring and the area South of Summit is the priority. Gromes Asphalt will be complete with paving anticipated by Nov. 13th, center line painting will occur before winter. Discussion about snow operations preparations and tree trimming occurred.

Library Director Dave Hargrove reported activity for the month including the dedication of small meting spaces and appreciated the presence of many. A fall book sale will occur, and budgeting has begun for FY 27-28. Lastly a newly donated scale model of a covered bridge will be housed in the library.

Park & Recreation Director Sky Smothers provided report to Council; Parks staff have assumed mowing and weed-eating responsibilities at the cemetery and are developing a workforce partnership with The Refuge through Redeemer Church to assist with seasonal park and cemetery operations. The Tree Commission completed its annual fall planting with 30 new trees, improvements were made near the All-Inclusive Playground with a new retaining wall, and preparations continue for the installation of a donated communication board. Camping season concludes November 14, with campground use approaching 5,000 nightly stays and an average stay of four nights. The Bennett Cabin has been selected for the December Tour of Homes. Recreation programming remains strong with ongoing registrations for Youth Basketball, Mother-Son Nerf War, Father-Daughter Dance, and Indoor Pickleball. Flag Football and Adult Bags have concluded, while Youth and Women's Volleyball seasons are wrapping up. PeeWee Basketball practices have begun, Running Club continues twice weekly, and Parks & Recreation is working with Winterset High School Tennis to develop youth summer programming for 2027. Community engagement was highlighted by the Friends of Winterset Parks Halloween Movie in the Park event, which drew approximately 150 attendees. The department received notification that Winterset was awarded the Iowa Living Roadways Community Visioning Grant and will begin

the process this month. The Recreational Trail was selected as the winner of the Iowa Ready Mixed Concrete Association Recreational Trails Award. Design work continues on the new Clark Tower entrance sign funded through Friends of Winterset Parks donations. Staff also completed Water Aquatic Center off-season repairs, are finalizing cemetery software selection, and continue planning for 2027 aquatic operations, lifeguard training, and partnerships with DMACC. Staff have begun development of the FY2027-28 budget and continue evaluating operational efficiencies through new partnerships and workforce initiatives. The department donated 2027 family pool passes to several local charitable organizations as part of community outreach efforts. Friends of Winterset Parks fundraising efforts are supporting the Clark Tower sign project, while grant funding through the Iowa Living Roadways program will help advance future community enhancement initiatives.

Fire Chief Chism Orr reported 33 calls for the month and 177 for the year. Kyle Lauer retired from the Fire Department with 10 years of service.

Police Chief Ryan Pittman provided written report and noted training and community engagement activities for the month. New speed signs purchased will be installed and paid for by GMCCF and GTSB Grants.

Code Enforcement Officer Hollie Burgus reported 31 violations and 29 compliance cases for the month. 11 housing units inspected and pending Rural Housing Grant Assessment training in December.

City Administrators Report was provided to council; City Administrator Barden reported continued coordination of the Wastewater Treatment Facility Improvement Project, economic development discussions with Madison County Development Group, and receipt of an Iowa Living Roadways Community Visioning Grant. Operational activities included utility coordination, right-of-way tree liability matters, open records requests, and review of Parks and Recreation Board initiatives, including cemetery transition planning. A City Council work session was coordinated for November 6 at the Library. Financial activities included capital project oversight, revenue projections, AURR and TIF certification preparations ahead of December 1, and coordination with Denman for completion of the Annual Financial Report on November 11. Departments began FY2027-28 budget preparations, considering potential impacts of SF 2472. Additional activities included monitoring grant opportunities, requesting Teamsters Local 238 negotiations before budget completion, and completing quarterly random DOT drug testing.

Resolutions and Actions

A motion was made by Council Member Fletcher to approve Resolution No. 2026-50 a Resolution Setting a Date for Public Hearing on Ordinance Expanding Authority of Duties of the City of Winterset Park and Recreation Board to Include Cemetery and Cemetery-Related Operations and Services 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. 2026-50

A RESOLUTION SETTING A DATE FOR PUBLIC HEARING ON ORDINANCE EXPANDING AUTHORITY AND DUTIES OF THE CITY OF WINTERSET PARK AND RECREATION BOARD TO INCLUDE CEMETERY AND CEMETERY-RELATED OPERATIONS AND SERVICES

WHEREAS, the Winterset Cemetery Improvement Association, Inc. previously requested that the City of Winterset accept ownership, operation and maintenance of the Winterset Cemetery and perform all services related thereto;

WHEREAS, the Winterset City Council previously approved the acceptance of ownership, operation and maintenance of the Winterset Cemetery and authorized that such operations and maintenance would fall within the purview of the Winterset Parks and Recreation Department;

WHEREAS, full transfer of the Winterset Cemetery property, other assets of the Winterset Cemetery Improvement Association, Inc., and full responsibility for the operation and maintenance of the Cemetery to the City of Winterset is anticipated to occur on or about January 1, 2027;

WHEREAS, the Winterset Park and Recreation Board should be empowered to plan for and oversee the Winterset Cemetery, its operation and maintenance, and cemetery-related services; and, to adopt rules and regulations related to the use of the Winterset Cemetery and cemetery-related services.

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 November 16, 2026, at the City Hall in the City of Winterset, at 7 o'clock p.m., for the purpose of instituting proceedings on amendments to Winterset Municipal Code Title I, Chapter 6 to amend the authority and duties of the Park and Recreation Board to include the Winterset Cemetery and cemetery-related operations and services. See Exhibit "A" attached hereto and incorporated herein.

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

Passed and approved this 2nd day of November 2026.

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Thomas Leners, Mayor

ATTEST:

Andrew J. Barden
City Administrator
City of Winterset, Iowa

A motion was made by Council Member Eller to approve Resolution No. 2026-51 a Resolution Setting a Date for Public Hearing on Ordinance Establishing the City of Winterset as Trustee for the Perpetual Maintenance of the Winterset Cemetery and Prescribing Authority of Operation of the Winterset Cemetery 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. 2026-51

A RESOLUTION SETTING A DATE FOR PUBLIC HEARING ON ORDINANCE ESTABLISHING THE CITY OF WINTERSET AS TRUSTEE FOR THE PERPETUAL MAINTENANCE OF THE WINTERSET CEMETERY AND PRESCRIBING AUTHORITY FOR OPERATION OF THE WINTERSET CEMETERY

WHEREAS, commencing on or about January 1, 2027, the City of Winterset shall become the owner of the Winterset Cemetery and assume full responsibility and control of the cemetery and cemetery-related operations and services;

WHEREAS, the Winterset Cemetery is subject to the provisions of Iowa Code Chapter 523I, known as the "Iowa Cemetery Act";

WHEREAS, the Winterset Cemetery has established an irrevocable trust fund for the general care and maintenance of the cemetery and is a perpetual care cemetery subject to the terms and provisions of Iowa Code Chapter 523I, Subdivision VIII;

WHEREAS, it is necessary that the City of Winterset codify its willingness and intention to act as the Trustee for the perpetual maintenance of the cemetery property; and,

WHEREAS, it is necessary that the City of Winterset adopt an Ordinance related to the general operation the Winterset Cemetery and cemetery-related operations and services, including its care and maintenance, necessary record keeping and the sale or transfer of interment rights in the cemetery.

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 November 16, 2026, at the City Hall in the City of Winterset, at 7 o'clock p.m., for the purpose of instituting proceedings on the adoption of Winterset Municipal Code Title I, Chapter 18 to establish the City of Winterset as Trustee for the Perpetual Maintenance of the Winterset Cemetery and to Prescribe Authority for Operation of the Winterset Cemetery. See Exhibit "A" attached hereto and incorporated herein.

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

Passed and approved this 2nd day of November 2026.

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Thomas Leners, Mayor

ATTEST:

Andrew J. Barden
City Administrator
City of Winterset, Iowa

A motion was made by Council Member Cook to approve Resolution No. 2026-52 a Resolution Supporting a Community Event for Festival of Lights 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. 2026-52

RESOLUTION SUPPORTING A COMMUNITY EVENT
FOR FESTIVAL OF LIGHTS

WHEREAS, the Madison County Chamber of Commerce annually host the Festival of Lights on the Friday following Thanksgiving; and

WHEREAS, Title II, Chapter 1, Section 2.101 requires permits for transient merchants and peddlers, however, provides exemption according to section, 2.114 "EXEMPTION FOR SPECIAL COMMUNITY EVENTS The Winterset Chamber of Commerce, either directly or through its Committee, shall file with the City Administrator a list of sellers of items which are approved for the Festival of Lights. The sellers set forth on this list shall be exempt from this chapter during Festival of Lights; and,

WHEREAS, in accordance with 6.404 (Play Streets) "The Mayor shall have the authority to declare any street, or part thereof, a play street and to place or have erected appropriate signs or devices in the roadway indicating the street is closed to through traffic." A temporary street closure of the contiguous downtown square extending two blocks south on 1st Ave to South Street and along Washington between 1st & 2nd Ave for parade lineup. The period of all no parking will be 5 p.m. to 8p.m. on Friday November 27th, 2026; and,

BE IT RESOLVED by the City Council of the City of Winterset, Iowa that Title II, Chapter 1, Section 2.101 which requires permits for transient merchants and peddlers and the street closures shall occur for the above-mentioned dates and times.

Passed and approved this 2nd Day of November 2026.

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Thomas J Leners, Mayor

ATTEST:

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Andrew Barden, City Administrator/City Clerk

Public Hearing

Public Hearing on Ord #677 in accordance with Res No. 2026-48; considering an Ordinance to amend the Winterset Municipal Code by adopting Iowa Code Section 321.276, *Use of Electronic Devices While Driving,* by reference.

A motion was made by Council Member Fletcher to enter into public hearing; the motion was seconded by Council Member Eller There being no further discussion; on roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried.

Public Hearing was entered at 7:27 p.m.
Notice of Publication was on file; no written protests were received.
No Public was present to speak on the matter.

A motion was made by Council Member Cook to exit public hearing; the motion was seconded by Council Member Fairholm. There being no further discussion; on roll call vote, all Council Members present voted aye.

Whereupon the Mayor declared that the motion carried.

Public Hearing was exited at 7:28 p.m.

Ordinance Reading and Consideration

Ordinance No #677 Amending the Winterset Municipal Code by Adopting Iowa Code Section 321.276, Sue of Electronic Devices While Driving, by Reference.

A motion was made by Council Member Fairholm to approve the first reading of Ordinance No #677 Amending the Winterset Municipal Code by Adopting Iowa Code Section 321.276, Sue of Electronic Devices While Driving, by Reference, the motion was seconded by Council Member Cook. There being no further discussion; on roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried.

A motion was made by Council Member Fletcher to waive the 2nd & 3rd reading of Ordinance No #677 Amending the Winterset Municipal Code by Adopting Iowa Code Section 321.276, Sue of Electronic Devices While Driving, by Reference, the motion was seconded by Council Member Eller. There being no further discussion; on roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried.

A motion was made by Council Member Cook to approve/adopt the final reading of Ordinance No #677 Amending the Winterset Municipal Code by Adopting Iowa Code Section 321.276, Sue of Electronic Devices While Driving, by Reference, the motion was seconded by Council Member Orr. There being no further discussion; on roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried.

Closed Session

Pursuant to Iowa Code Section 21.5(1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

A motion was made by Council Member Fairholm to enter closed session seconded by Council Member Eller. There being no further discussion; on roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried and entered closed session at 7:30 p.m.

A motion was made by Council Member Fairholm to exit the closed session, seconded by Council Member Eller. There being no further discussion; on roll call vote, all Council Members present voted Aye.

Whereupon the Mayor declared that the motion carried and exited closed session at 7:55 p.m.

Council Considerations, Discussions, and Work Session

Mayor Leners and Council Member Fairholm remarked about the attendance and positive community event for the Trick or Treat on the square.

The Adjournment

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

Whereupon the Mayor declared that the motion carried, and the meeting was adjourned at 7:58 p.m.

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Thomas J. Leners, Mayor

ATTEST:

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Andrew Barden, City Administrator/City Clerk