

Governmental Body: Winterset City Council

Date of Meeting: April 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) Public Comment**
- 6) Consent Agenda**
 - a) City Council Meeting Minutes from March 16, 2026
 - b) Parks and Recreation Board minutes from March 11, 2026
 - c) Tree Commission Minutes from March 4, 2026
 - d) Library Board Minutes from March 18, 2026
 - e) Tobacco License Renewal - Fareway Stores Inc
 - f) Tobacco License Renewal - MSAM Company Inc
 - g) Device Retailer License Renewal - MSAM Company Inc
- 7) Claims**
 - a) Claims in the amount of \$574,004.69
- 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) Presentations**
 - a) V&K Engineering- Street project update and recommendation
- 10) Resolutions and Actions**
 - a) Cancel Public Hearing (Res 2026-11) and accept petition received in accordance with IA Code 384.26 and 362.4
 - b) Res No. 2026-17 Resolution For The Proposed Property Tax Levy 2026-2027 Budget
 - c) Res No. 2026-18 Set a date of Public Hearing for Budget adoption for FY 26-27
 - d) Res No. 2026-19 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
 - e) Res No 2026-20 to enter into agreement for Building Inspection Services with V&K Engineering, a Kleinfelder Company
- 11) Council Considerations, Discussions, and Work Session**
- 12) Adjournment**

DATE POSTED: April 3, 2026

Andrew Barden, City Administrator/City Clerk

The City Council of the City of Winterset, Iowa met on April 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 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 Eller made a motion, seconded by Council Member Fairholm. 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 721 E Filmore made comment relative to Fieldhouse, assuming cemetery responsibilities, RFP process, and stated a return in future meetings.

Consent Agenda

- City Council Meeting Minutes from March 16, 2026
- Parks and Recreation Board minutes from March 11, 2026
- Tree Commission Minutes from March 4, 2026
- Library Board Minutes from March 18, 2026
- Tobacco License Renewal - Fareway Stores Inc
- Tobacco License Renewal - MSAM Company Inc
- Device Retailer License Renewal - MSAM Company Inc

The Mayor stated that the minutes of the March 16, 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 Eller 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 \$574,004.69

The Mayor called for a report on the claims. Council Member Fairholm stated that he 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:

911 Custom, survival armor	1,191.00
Bomgaars Supply, dog food	97.98
Galls LLC, case/earpiece/belts/emblems	1,754.18
Iowa Dept of Public Safety, computer contract	300.00
Iowa Law Enforcement Academy, MMPI evaluation	150.00
Karl Emergency Vehicles, glove case	28.85
Madison County Sheriff, dispatch services	7,500.00
Mediacom, phone/internet service	54.25
Payroll Account, salaries	27,826.08
Quality Car Care, labor/brake pads & rotors/oil change	764.44
Winterset Municipal Utilities, utilities	24.04

FIRE:

Agriland FS, gasoline	947.37
Central Iowa Distributing Inc, polish pad/drain hose	114.00
CenturyLink, phone service	153.90
Electronic Engineering, pager maintenance	504.00
Fareway, water/coffee/pop	140.78
Galls LLC, badge insignias/patches	3,483.63
Hilltop Repair LLC, service call/parts	799.83
Mediacom, phone/internet service	609.59
Midamerican Energy Company, gas service	598.94
MMIT Business Solution Group, monthly contract	40.00
OReilly Automotive Inc, antifreeze/drain pan/ hose	210.98
Orkin, pest control	193.18
Quality Car Care, labor, transmission cooler line	230.13
Winterset Municipal Utilities, utilities	227.20

ADMINISTRATION:

Ahlers & Cooney PC, union contract negotiations	2,826.65
Payroll Account, salaries	1,375.00
Payroll Account, salaries	7,620.24
Winterset Madsonian, publications	447.49

ANIMAL CONTROL:

Winterset Veterinary Center, impound fees 397.02

BUILDING INSPECTOR:

Payroll Account, salaries 3,064.39

Veenstra & Kimm Inc, building permit fees 2,044.60

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 456.12

Payroll Account, salaries 1,132.26

INTERNAL SERVICE FUND

ADMINISTRATION:

D&D Pest Control, pest control 45.00

First Citizens Bank & Trust Co, copier lease 371.48

GreatAmerica Financial Svcs, server lease 349.72

Mediacom, phone/internet service 565.02

Quadient Finance USA Inc, meter tapes/postage 1,576.83

Quill Corporation, cleaning supplies/sheet protectors/cord detangler/coil cord/
VM Log/copy paper/tissues/coffee 398.48

Warren Water District, reading fees 25.00

Winterset Municipal Utilities, utilities 1,240.21

ROAD USE TAX

ROADWAY MAINTENANCE:

Agriland FS Inc, gasoline 5,861.57

Bomgaars Supply, boots 162.68

Grimes Asphalt & Paving Corp, cold mix 1,408.95

Lincoln Concrete & Structures, street patches/replacement of intake & street 15,372.00

MidAmerican Energy Company, gas service 1,515.89

Payroll Account, salaries 9,489.72

Veenstra & Kimm Inc, street improvements 43,620.00

Winterset Municipal Utilities, utilities 10,837.21

STREET CLEAN:

Payroll Account, salaries 131.20

SNOW REMOVAL:

Payroll Account, salaries 235.60

SEWER UTILITY FUND

SANITARY SEWER:

Allender Butzke Engineers Inc, WWTF Improvements 15,053.28

Dep of Inspections & Appeals, inspection fee 40.00

Dewild Grant Reckert & Assoc, WWTF transformer calculations 202.00

Mission Communications LLC, lift station auto dialer 2,516.40

O'Reilly Automotive Inc, bits 19.25

Payroll Account, benefits 822.40

Payroll Account, salaries 2,247.72

Winterset Municipal Utilities, utilities 6,485.50

Woodruff Construction, LLC, WWTF Pay App 8 355,814.93

TRUST & AGENCY

POLICE:

Payroll Account, benefits 6,220.59

ADMINISTRATION:

Payroll Account, benefits 4,671.43

Payroll Account, benefits 4,671.43

ROADWAY MAINTENANCE:

Payroll Account, benefits 4,971.33

Reports from City Boards and Departments

Street Superintendent Ryan Flaherty was excused

Library Director Dave Hargrove provided report to council including a update on PRF for construction project, the space is clear. Sidewalk improvements are underway for damage light posts. Program numbers are way up from last year. Upcoming events include Touch-a-Truck, June 6.

Park & Recreation Director Sky Smothers provided report to council including a public meeting on Wednesday April 15th at the Historical Complex at either 10am or 6pm. Updates on Fieldhouse/Police Station. Upgrades to Giffin Field parking, Park bathrooms are open, Memory Lane Park sign was painted and installed, Seasonal equipment have been maintained and operational, new park benches and chairs at GWC park, Campground opened April 1st. Programs included Easter Egg hunt, Father-Daughter Dance, Mother-Son Nerf War, Little league coordination, Baseball Camps all completed, upcoming Basketball Camp and Tee Ball programs Pitch, Hit, and Run.

Fire Chief Jayson McDonald was excused

Police Chief Ryan Pittman provided calls for the month including training, meetings, and hiring of Officer Reese Howard; with a conditional offer to another applicant.

Code Enforcement Officer Hollie Burgus was excused

City Administrators Report was provided to council and highlighted attendance at meetings, boards and participation in strategic planning sessions. Further discussion about projects. Safety meeting topic and training were discussed. Lastly, Administrator Barden provided a letter of congratulations and acknowledgement for City staff and leadership commitment to workplace safety from IMWCA resulting in future reduction of annual premiums.

Presentations

V&K Engineering- Street project update and recommendation. Ben Klaus from V&K provided Phase 2 project plans including N 8th Ave from Jefferson to HWY 92, including a pedestrian crossing to Fareway. John Wayne Drive from Green to HWY 92. A change order may include JWD from Washington to Summit. All projects will be mill and overlay with areas of concrete replacement. 4th Ave project has been abandoned based upon no structural integrity of the road where a 2" overlay, like Husky Drive was discovered during survey and core sampling. Alternative solutions to 4th Ave included discussions of an inlay project, exceeding available funds.

Resolutions and Actions

Cancel Public Hearing (Res 2026-11) and accept petition received in accordance with IA Code 384.26 and 362.4

The Administrator/City Clerk announced that a petition asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City, had been timely filed, inspected and received at City Hall. The Administrator/City Clerk further announced that these circumstances occurred based upon Iowa Code Section 384.26, After due discussion, Council Member Cook moved that further action on the Loan Agreement be adjourned to the City Council meeting scheduled for May 11th, 2026. The date of table was amended to May 18th, from the scrivener's error in the packet and to hold during the regularly scheduled council meeting, seconded by Council Member Fletcher. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

A motion was made by Council Member Eller to approve Resolution No. 2026-17 a Resolution For The Proposed Property Tax Levy 2026-2027 Budget seconded by Council Member Fairholm. Council Member Orr remarked a point of clarity, stating the levy is falling from \$16.40 to \$16.14. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

RESOLUTION NO. 2026-17

RESOLUTION FOR THE PROPOSED PROPERTY
TAX LEVY 2026-2027 BUDGET

WHEREAS the City Council of the City of Winterset have considered the proposed FY 2026-2027 city proposed property tax dollars for the affected levy total on April 6th, 2026; and

WHEREAS Iowa Code 384.15A, 4.a. states, "The Council shall set a time and place for a public hearing on the resolution before the date for adoption of the resolution and shall publish notice of the hearing not less than ten nor more than twenty days prior to the hearing in a newspaper published at least once weekly and having general circulation in the City".

WHEREAS a notice concerning the Proposed Property Tax Levy was published as required in the City's newspaper of record (Madisonian) on March 18th, 2026, as well as on the City's Facebook page(s) and website; and

WHEREAS a Public Hearing concerning the proposed city maximum property tax dollars was held on April 6th, 2026 at 6:00 p.m. at the Winterset City Hall, City Council received oral or written objections from any resident or property owner of the City; written comment must have been received at City Hall prior to the beginning of the meeting. All interested persons were invited to attend this meeting. This notice is given by order of the City Council of Winterset, Iowa, in accordance with Section 362.3 and 384.15A, 4.a. of the Code of Iowa; and

NOW THEREFORE, be it resolved by the City Council of the City of Winterset, Iowa, that the maximum property tax dollars for the affect tax levies for FY 2026-2027 shall not exceed the following total:

Total maximum levy for affected property tax levies - \$4,204,032.

Passed and approved this 6th day of April 2026

Thomas J Leners, Mayor

Andrew J Barden,
City Clerk and Administrator/City Clerk

A motion was made by Council Member Orr to approve Resolution No. 2026-18 a Resolution Set a date of Public Hearing for Budget adoption for FY 26-27 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. 2026-18

RESOLUTION TO SET A DATE FOR PUBLIC HEARING AND ADOPTION OF 2026-27 BUDGET

WHEREAS, Iowa Code 384.15A, 4. a. states, "The council shall set a time and place for a public hearing on the resolution before the date for adoption of the resolution and shall publish notice of the hearing not less than four nor more than twenty days prior to the hearing in a newspaper published at least once weekly and having general circulation in the city."

NOW THEREFORE, It Is Resolved by the City Council of the City of Winterset, Iowa, that a notice concerning the public hearing and adoption of the 2026-2027 budget shall be published as required in the City's newspaper of record (Madisonian) on April 15th, 2026 and the date of public hearing shall be April 20th, 2026 at 7pm at City Hall.

Passed and approved this 6th day of April 2026

Thomas J Leners, Mayor

Andrew J Barden,
City Clerk and Administrator/ City Clerk

A motion was made by Council Member Fletcher to approve Resolution No. 2026-19 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 Eller. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

Resolution No. 2026-19

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

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 4th 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 provisions 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 April 6, 2026.

Thomas J. Leners, Mayor

Attest: _____
Andrew Barden, City Administrator/City Clerk

A motion was made by Council Member Fairholm to approve Resolution No. 2026-20 a Resolution to enter into agreement for Building Inspection Services with V&K Engineering, a Kleinfelder Company seconded by Council Member Eller. There being no further discussion; On roll call vote, all Council Members voted Aye.

Whereupon the Mayor declared that the motion carried.

RESOLUTION NO. 2026-20

RESOLUTION AUTHORIZING HIRING OF ENGINEER TO SERVE AS BUILDING OFFICIAL AND PERFORM BUILDING INSPECTIONS AND AUTHORIZING EXECUTION OF AGREEMENT FOR SUCH SERVICES

WHEREAS, the City of Winterset desires to hire an engineer to perform the services of the building official responsible for the enforcement of Winterset Municipal Code Title IV, Chapters One (1) through Eight (8), and

WHEREAS, the City of Winterset desires to hire an engineer to serve as the building inspector for residential, commercial and industrial structures, and

WHEREAS, the City of Winterset desires to hire Veenstra & Kimm, Inc., a Kleinfelder Company as the engineering firm to perform building official and building inspection services, and

WHEREAS, the City of Winterset authorizes the Mayor and City Administrator to execute an agreement for building official and building inspection services with Veenstra & Kimm, Inc., a Kleinfelder Company, and

WHEREAS, the City approved the prior agreement per Resolution No. 2022-25 on June 27, 2022; and,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Winterset, Iowa as follows:

The City of Winterset shall hire the services of the engineers at Veenstra & Kimm, Inc., a Kleinfelder Company to perform building official and building inspection services, as such services are authorized and required by the Winterset Municipal Code. The Mayor and City Administrator shall be and hereby are authorized and directed to negotiate and execute an agreement for such services with Veenstra & Kimm, Inc.

Passed and approved this 6th day of April, 2026.

Thomas J. Leners, Mayor

ATTEST:

Andrew Barden, City Administrator/City Clerk
Council Considerations, Discussions, and Work Session

Mayor Leners remarked appreciation for city staff and department heads for receiving and timely response to citizen concerns shared with them.

The Adjournment

There being no further business, Council Member Eller 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 7:35 p.m.

Thomas J. Leners, Mayor

ATTEST:

Andrew Barden, City Administrator/City Clerk