

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: Winterset City Council

Date of Meeting: November 7, 2016

Time of Meeting: 7:00 PM

Place of Meeting: Library

PUBLIC NOTICE IS HEREBY GIVEN that the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

AGENDA:

- 7:00 1. Call to order, Pledge of Allegiance, roll call, adopt agenda
- 7:00 2. Report from City Boards and Departments
- 7:10 3. Architect for store front façade project
- 7:20 4. Resolution authorizing issuance of 2016 G.O. Bond
- 7:30 5. Resolution levying final sidewalk assessments
- 7:40 6. Award contract for decorative brick leveling project
- 7:50 7. Proposed ordinance on misdemeanor violations
- 8:00 8. Employee health insurance plan
- 8:10 9. Annual Urban Renewal Report
- 8:20 10. Plat of survey – Bishop Farms
- 8:30 11. Plat of survey – Rhoads
- 8:40 12. Plat of survey – Bass
- 8:50 13. Appointments to Low Rent Housing Agency
- 8:55 14. Liquor license renewal – Winterset Stage
- 9:00 15. Administrator report
- 9:10 16. Claims
- 9:15 17. Minutes Oct. 17 meeting
- 9:20 18. Public comment
- 9:25 19. Adjournment

This notice is given pursuant to Chapter 28A, Code of Iowa and the local rules of said governmental body.

DATE POSTED: October 3, 2016

BY: _____

Title: City Administrator

City Council of the City of Winterset, Iowa met in regular session on November 7, 2016 in accordance with the above Notice and Call of Public meeting. The meeting was called to order by Mayor James C. Olson with the following members of the Council in attendance:

PRESENT: Mike Fletcher, Howard Harrell, Philip Macumber, Edmund Seaward, Scott Stover

ABSENT: None

The Mayor noted that a number of students from Mr. Shaw’s High School Government class were in attendance at the meeting. Those students included the following: Rachel Carpenter, Taylor Dillinger, Abbi Nelson, Quenton Millard and Sadie Vasey.

The Mayor called for any additions or deletions to the agenda. A motion was made by Council Member Macumber and seconded by Council Member Fletcher to approve the agenda as set forth in the Notice and Call of Public meeting. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

The Mayor stated that the Council would first hear reports from various City Boards & Departments. The Mayor first recognized Jean Bosch and asked for a report from the Library. Jean

Bosch stated that she is excited to be the new Library Director here in Winterset and she thanked everyone for the warm welcome she has received. She stated that the Library is back to full staff now with the return of an employee who had been on maternity leave. She stated that the ISU College of Design will be in Winterset to assist with project for Book Nooks in the alley. She stated that the Library accreditation program is completed. She stated that they are applying for a grant to assist with creating maker space in the Library. She stated that bids for the interior renovation project are due November 10th and the Library Board is expected to award the contract at their meeting on November 19th.

The Mayor recognized John Pletchette and asked for a report from the Park & Recreation Commission. Mr. Pletchette stated that work on the Winterset Skate Park is progressing. He stated that the contractor is building the forms and will probably be pouring concrete later this week and next week. He stated that the contractor for the Cedar Bridge Project has started work. He stated that the contractor has indicated that they plan to move the bridge by Thanksgiving. He stated that the final engineering work on the proposed dog park is expected to be completed soon. He stated that work on the new shelter house at the Soccer Park has started and concrete will be poured later this week. He also stated that the new concession stand at Giffin Field is nearly completed. Mr. Pletchette stated that the Aquatic Center has been repainted and the painting contractor will return next week to paint the covered bridge slide. He also stated that materials for the skating rink have been ordered.

The Mayor recognized Jeff Johnston and asked for a report from the Fire Department. Jeff Johnston reported that the Fire Department responded to five calls this past month. He stated that the Department has been busy with school visits and station tours. He stated that they also had their first fire call to Monroe Township.

The Mayor recognized Police Chief Ken Burk and asked for his report from the Police Department. The Chief presented a written a report to the Mayor and Council and briefly discussed some of the items in his report. Discussion was held on the idea of creating a Administrative Assistant position within the Police Department.

The Mayor then stated that next time on the agenda is the selection of an architect for the Store Front Façade Project. The City Administrator reported that nine architecture firms were sent request for qualifications for this project. He stated that six firms responded to the RFQ. He stated that a committee was formed to review and score the proposals. He asked Brenda Hollingsworth from the Madison County Historical Preservation Commission to report on the committee's review. Brenda Hollingsworth stated that a committee was formed which included the Mayor and Council Member Howard Harrell as well as individuals from Madison County Historical Preservation Commission. She stated that with assistance from SICOG, the materials submitted by the architects was reviewed and scored. He stated that as a result of the review process, the committee is recommending that RDG Planning & Design be selected as the architecture consultant.

Following brief discussion, a motion was made by Council Member Harrell and seconded by Council Member Macumber to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-129

RESOLUTION SELECTING ARCHITECT FOR THE STORE FRONT FAÇADE RENOVATION PROJECT

WHEREAS, requests for qualifications were requested from nine architecture firms for the proposed Store Front Façade Renovation Project; and

WHEREAS, six architecture firms responded to the request for qualifications: and

WHEREAS, a committee reviewed the materials submitted by the architecture firms and the submittals were scored in accordance with the CDBG procurement scoring system developed by the Southern Iowa Council of Governments; and

WHEREAS, the committee rated the firm of RDG Planning and Design as the most qualified and recommends that the Council select RDG Planning and Design as the architecture consultant for the Store Front Façade Renovation Project.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Winterset, Iowa, that RDG Planning and Design is selected as the architecture consultant for the CDBG Store Front Façade Renovation Project.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

Brenda Hollingsworth stated that the Iowa Economic Development Authority would like to come to Winterset next week to provide further information regarding the CDBG Grant application process. She asked that the Mayor and one or two Council Members attend this meeting. It was decided that Council Member Mike Fletcher and Howard Harrell along with the Mayor would attend this meeting.

The Mayor called for report on the 2016 GO Bond. The City Administrator stated that the bond issue will be in the amount of \$460,000 and will carry an interest rate of 2.2% on all maturities. He stated that he worked with the DA Davidson Company in developing the bonds schedule and that DA Davidson placed these bonds with Farmers & Merchants State Bank. The Administrator stated that this bond will finance the paving and storm sewer project on 8th Avenue, the City Hall HVAC project and the project to repair the decorative brick areas in the downtown area. Following a brief period of discussion, Council Member Seaward introduced the following resolution and moved for its adoption. Council Member Macumber seconded the motion. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-130

RESOLUTION PROVIDING FOR THE ISSUANCE OF \$460,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2016 AND PROVIDING FOR THE LEVY OF TAXES TO PAY THE SAME

WHEREAS, the City of Winterset (the "City"), in Madison County, State of Iowa, heretofore proposed to enter into a General Obligation Loan Agreement (the "Essential Purpose Loan Agreement"), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$400,000 for the purpose of paying the cost, to that extent, of constructing street and sidewalk improvements (the "Essential Purpose Project"), and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on August 1, 2016; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City also proposed to enter into a General Obligation Loan Agreement (the "General Purpose Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$325,000 for the purpose of paying the cost, to that extent, of constructing and installing repairs and improvements to City Hall, including HVAC system upgrades (the "General Purpose Project") (together, the Essential Purpose Project and the General Purpose Project shall be referred to hereinafter as the "Projects"), and in lieu of calling an election upon such proposal, has published notice of the proposed action and has held a hearing thereon, and as of August 1, 2016, no petition had been filed with the City asking that the question of entering into the General Purpose Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to Section 384.28 of the Code of Iowa, the City Council has combined the Essential Purpose Loan Agreement and General Purpose Loan Agreement into a single loan agreement (the "Loan Agreement") and intends to issue General Obligation Corporate Purpose Bonds, Series 2016 (the "Bonds") in evidence of its obligation thereunder; and

WHEREAS, the City, with advice from D.A. Davidson & Co., the City's placement agent,

has negotiated the sale of the Bonds with Farmers & Merchants State Bank, Winterset, Iowa (the "Purchaser"); and

WHEREAS, it is now necessary to make final provision for the approval of the Loan Agreement and to authorize the issuance of the Bonds;

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

Section 1. The City shall enter into the Loan Agreement with the Purchaser in substantially the form as has been placed on file with the City Council, providing for a loan to the City in the principal amount of \$460,000, for the purpose set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement on behalf of the City, and the Loan Agreement is hereby approved.

Section 2. The Bonds are hereby authorized to be issued in evidence of the obligation of the City under the Loan Agreement, in the aggregate principal amount of \$460,000, to be dated the date of delivery to the Purchaser, such date anticipated to be November 22, 2016. The Bonds shall be initially issued as a single term Bond with final maturity on June 1, 2030 and with mandatory periodic principal installments due on June 1 in each of the years and in such amounts as follows:

<u>Year</u>	<u>Principal</u>	<u>Year</u>	<u>Principal</u>
2018	\$29,000	2025	\$34,000
2019	\$29,000	2026	\$34,000
2020	\$30,000	2027	\$35,000
2021	\$30,000	2028	\$48,000
2022	\$31,000	2029	\$48,000
2023	\$31,000	2030	\$49,000
2024	\$32,000		

Section 3. Bankers Trust Company, Des Moines, Iowa, is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the "Registrar" or the "Paying Agent." The City shall enter into an agreement (the "Registrar/Paying Agent Agreement") with the Registrar, in substantially the form as has been placed on file with the Council; the Mayor and City Clerk are hereby authorized and directed to sign the Registrar/Paying Agent Agreement on behalf of the City; and the Registrar/Paying Agent Agreement is hereby approved.

The City reserves the right to optionally prepay part or all of the principal of the Bonds on June 1, 2021, or on any date thereafter in whole or in part at any time prior to and in inverse order of maturity upon terms of par and accrued interest.

Outstanding principal of the Bonds shall bear interest at the fixed rate of 2.20% per annum from the date of the Bonds, or from the most recent date on which interest has been paid as hereinafter set forth. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months. Accrued interest on the Bonds shall be payable semiannually on the first day of June and December in each year, commencing June 1, 2017. Payment of interest on the Bonds shall be made to the registered owners appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the interest payment date at the addresses shown on such registration books. Principal of the Bonds shall be payable in lawful money of the United States of America to the registered owners or their legal representatives upon presentation and surrender of the Bonds at the office of the Paying Agent.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk and shall be a fully registered Bonds without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar, and after such registration, payment of the principal thereof and interest thereon shall be made only to the registered owners or their legal representatives or assigns. The Bonds shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer

satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

Section 4. The Bond shall be in substantially the following form:

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF IOWA COUNTY OF MADISON
CITY OF WINTERSSET

GENERAL OBLIGATION CORPORATE PURPOSE BOND, SERIES 2016

\$460,000

RATE	MATURITY DATE	BOND DATE
2.20%	June 1, 2030	November 22, 2016

The City of Winterset (the "City"), in Madison County, State of Iowa, for value received, promises to pay in accordance with the provisions of this Bond to

Farmers & Merchants State Bank
Winterset, Iowa

or registered assigns, the principal sum of

FOUR HUNDRED SIXTY THOUSAND DOLLARS

in lawful money of the United States of America upon presentation and surrender of this Bond at the office of Bankers Trust Company, Des Moines, Iowa (hereinafter referred to as the "Registrar" or the "Paying Agent"), with interest on the outstanding principal hereof, at the rate per annum specified above, from the date of this Bond, or from the most recent date on which interest has been paid. Payment of accrued interest on this Bond shall be due semiannually on June 1 and December 1 of each year, commencing June 1, 2017, except as the provisions hereinafter set forth with respect to redemption prior to maturity may be or become applicable hereto. Interest on this Bond will be calculated on the basis of a 360-day year comprised of twelve 30-day months.

This Bond shall not be valid or become obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Registrar.

The Bonds (as herein defined) have been issued initially as a single term Bond with final maturity on June 1, 2030, and with mandatory periodic principal installments due on June 1 in each of the years and in such amounts as follows:

<u>Year</u>	<u>Principal</u>	<u>Year</u>	<u>Principal</u>
2018	\$29,000	2025	\$34,000
2019	\$29,000	2026	\$34,000
2020	\$30,000	2027	\$35,000
2021	\$30,000	2028	\$48,000
2022	\$31,000	2029	\$48,000
2023	\$31,000	2030	\$49,000
2024	\$32,000		

Both principal of and interest on this Bond are payable to the registered owner appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the payment date in lawful money of the United States of America to the registered owner at the address shown on such registration books; provided, however, that the final installment of principal and interest will be payable only upon presentation and surrender of this Bond to the Paying Agent.

This Bond is one of a series of General Obligation Corporate Purpose Bonds, Series 2016 (the "Bonds") issued by the City, pursuant to a resolution adopted on November 7, 2016 (the "Resolution") to evidence its obligation under a certain loan agreement, dated as of November 22, 2016 (the "Loan Agreement"), entered into by the City for the purpose of paying the cost, to that extent, of (1) constructing street and sidewalk improvements; and (2) constructing and installing repairs and improvements to City Hall, including HVAC system upgrades.

The Bonds are being issued pursuant to and in strict compliance with the provisions of Chapters 76 and 384 of the Code of Iowa, 2015, and all other laws amendatory thereof and supplemental thereto, and in conformity with the Resolution authorizing and approving the Loan Agreement and providing for the issuance and securing the payment of the Bonds, and reference is hereby made to the Resolution and the Loan Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The City reserves the right to optionally prepay part or all of the principal of the Bonds on June 1, 2021, or on any date thereafter in whole or in part at any time prior to and in inverse order of maturity upon terms of par and accrued interest.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Bond were and have been properly existent, had, done and performed in regular and due form and time; that provision has been made for the levy of a sufficient continuing annual tax on all the taxable property within the City for the payment of the principal of and interest on this Bond as the same will respectively become due; and that the total indebtedness of the City, including this Bond, does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of Winterset, Iowa, by its City Council, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of November 22, 2016.

CITY OF WINTERSET, IOWA

By (DO NOT SIGN)
Mayor

Attest:

(DO NOT SIGN)
City Clerk

Registration Date: (Registration Date)

REGISTRAR'S CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the within-mentioned Resolution.

BANKERS TRUST COMPANY
Des Moines, Iowa
Registrar

By (Authorized Signature)
Authorized Officer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	- as tenants in common	UTMA	_____
			(Custodian)
TEN ENT	- as tenants by the entireties	As Custodian for	_____
JT TEN	- as joint tenants with		(Minor)
	right of survivorship and	under Uniform Transfers to Minors Act	
	not as tenants in common	_____	(State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR
OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____,
Attorney, to transfer this Bond on the books kept for registration thereof with full power of
substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment
must correspond with the name of the
registered owner as it appears on this Bond in
every particular, without alteration or
enlargement or any change whatever.

Section 5. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible, and thereupon they shall be delivered to the Registrar for registration, authentication and delivery to or on behalf of the Purchaser, upon receipt of the loan proceeds (the "Loan Proceeds"), and all action heretofore taken in connection with the Loan Agreement is hereby ratified and confirmed in all respects. The Bonds are anticipated to be delivered to the Purchaser on November 22, 2016. In the event the closing cannot be accomplished on said date, the City Clerk, with advice from D.A. Davidson & Co. and bond counsel, shall work with the Purchaser to select another suitable date, as close to the original date as possible.

Section 6. The Loan Proceeds shall be deposited in a dedicated fund which is hereby created, to be used for the payment of (1) costs of planning, designing and constructing the Projects; (2) costs of issuing the Bonds; and (3) to the extent that Loan Proceeds remain after the full payment of the costs set forth in (1) and (2), such Loan Proceeds shall be transferred to the Debt Service Fund for the payment of interest on the Bonds.

The City will maintain a separate and detailed accounting of the investment and expenditure of the Loan Proceeds in order to better comply with the requirements of the Internal Revenue Code, as hereinafter defined.

Section 7. For the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the principal of and interest on the Bonds as the same become due, there is hereby ordered levied on all the taxable property in the City the following direct annual tax for collection in each of the following fiscal years:

For collection in the fiscal year beginning July 1, 2017,
sufficient to produce the net annual sum of \$39,120;

For collection in the fiscal year beginning July 1, 2018,
sufficient to produce the net annual sum of \$38,482;

For collection in the fiscal year beginning July 1, 2019,
sufficient to produce the net annual sum of \$38,844;

For collection in the fiscal year beginning July 1, 2020,
sufficient to produce the net annual sum of \$38,184;

For collection in the fiscal year beginning July 1, 2021,
sufficient to produce the net annual sum of \$38,524;

For collection in the fiscal year beginning July 1, 2022,
sufficient to produce the net annual sum of \$37,842;

For collection in the fiscal year beginning July 1, 2023,
sufficient to produce the net annual sum of \$38,160;

For collection in the fiscal year beginning July 1, 2024,
sufficient to produce the net annual sum of \$39,456;

For collection in the fiscal year beginning July 1, 2025,
sufficient to produce the net annual sum of \$38,708;

For collection in the fiscal year beginning July 1, 2026,
sufficient to produce the net annual sum of \$38,960;

For collection in the fiscal year beginning July 1, 2027,
sufficient to produce the net annual sum of \$51,190;

For collection in the fiscal year beginning July 1, 2028,
sufficient to produce the net annual sum of \$50,134; and

For collection in the fiscal year beginning July 1, 2029,
sufficient to produce the net annual sum of \$50,078.

Section 8. A certified copy of this resolution shall be filed with the County Auditor of Madison County, and the County Auditor is hereby instructed to enter for collection and assess the tax hereby authorized. When annually entering such taxes for collection, the County Auditor shall include the same as a part of the tax levy for Debt Service Fund purposes of the City and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the City and set aside therein as a special account to be used solely and only for the payment of the principal of and interest on the Bonds hereby authorized and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Code of Iowa, each year while the Bonds remain outstanding and unpaid, any funds of the City which may lawfully be applied for such purpose, may be appropriated, budgeted and, if received, used for the payment of the principal of and interest on the Bonds as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in Section 7 of this Resolution, shall be reduced by the amount of such alternate funds as have been appropriated for such purpose, and evidenced in the City's budget.

Section 9. The interest or principal and both of them falling due in any year or years shall, if necessary, be paid promptly from current funds on hand in advance of taxes levied and when the taxes shall have been collected, reimbursement shall be made to such current funds to the sum thus advanced.

Section 10. It is the intention of the City that interest on the Bonds be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations in effect with respect thereto (all of the foregoing herein referred to as the "Internal Revenue Code"). In furtherance thereof, the City covenants to comply with the provisions of the Internal Revenue Code as they may from time to time be in effect or amended and further covenants to comply with the applicable future laws, regulations, published rulings and court decisions as may be necessary to insure that the interest on the Bonds will remain excluded from gross income for federal income tax purposes. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

The City hereby designates the Bonds are "Qualified Tax Exempt Obligations" as that term is used in Section 265(b)(3)(B) of the Internal Revenue Code.

Section 9. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 10. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on the sidewalk assessments. Assistant City Administrator Bob Hendricks reported that the contractor has completed work on the final area of the sidewalk project. He stated that the City should now assess the final cost to the adjoining property owners. A list of these property owners were provided to the Council Members. Following brief discussion, a motion was made by Council Member Stover and seconded by Council Member Fletcher to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION ACCEPTING WORK AND
ADOPTING FINAL ASSESSMENT SCHEDULE FOR THE
2016 SIDEWALK PROJECT

WHEREAS, the contractor has completed the 2016 Sidewalk Project; and

WHEREAS, the final assessment schedule for the 2016 Sidewalk Project has been prepared.

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

Section 1. The work completed on the 2016 Sidewalk Project is hereby accepted.

Section 2. The final assessment schedule for the 2016 Sidewalk Project is hereby approved and adopted.

Section 3. Each and all of the assessments upon the benefited property in the amounts and upon the various lots and tracts described in such final assessment schedule are hereby confirmed and levied.

Section 4. Each assessment is hereby divided into 5 equal installments.

Section 5. All unpaid installments shall bear interest at the rate of 3% per annum from November 7, 2016 (that being the date of acceptance of the work); provided, however, that any such assessments may be paid in full or in part without interest within 30 days after the date of the first publication of the Notice of Filing of the Final Assessment Schedule with the County Treasurer, such payments to be made at the office of the City Clerk.

Section 6. The first installment of the unpaid assessments shall be due and payable at the office of the County Treasurer of Madison County on the first day of July, 2017, and shall become delinquent from October 1, 2017, and then bear the same interest with the same penalties as ordinary taxes.

Section 7. Succeeding installments shall become due and payable in like manner on the first day of July in each of the years 2018 to 2021, inclusive.

Section 8. All unpaid installments of any assessment may be paid in full on any date, in which case interest shall be computed on the outstanding balance to the first day of December following the date of such payment; and additional annual installments may be paid after the current installment has been paid before December 1 without interest.

Any property owner may elect to pay one half or all of the next annual installment of principal and interest of the special assessment prior to the delinquency date of the installment.

Section 9. The City Clerk is hereby authorized and directed to certify and file the final assessment schedule with the County Treasurer of Madison County.

Section 10. The City Clerk shall thereupon give notice of such certification and filing by publication once each week for two successive weeks in a legal newspaper printed wholly in the English language, published at least once weekly and of general circulation in Winterset, Iowa, the first publication to be not more than 15 days after the date of filing of the said schedule with said County Treasurer.

The City Clerk shall also mail said notice, by ordinary mail, to each property owner whose property is subject to assessment for said improvement, such notice to be mailed on or before the second publication of the notice. Such notice shall be in form substantially as follows:

**NOTICE OF FILING OF FINAL ASSESSMENT SCHEDULE FOR THE
2016 SIDEWALK PROJECT**

WINTERSET, IOWA

TO WHOM IT MAY CONCERN: Take notice that the City Council of the City of Winterset, Iowa, has adopted the final assessment schedule covering the 2016 Sidewalk Project, which was duly certified to the County Treasurer of Madison County, Iowa, on the ___ day of _____, 2016, all in accordance with Section 384.60 of the Code of Iowa.

It is considered that the following described properties in the City of Winterset, County of Madison, State of Iowa and abutting the segments of sidewalks that has been improved have been benefited by this improvement and shall be specially assessed:

- Lots 1, 2, 14, 16, 17, 18, 20 Corkrean Addition,
- Parcel A Commencing at the Northeast corner of the West 1/2. South 572' to the Point of Beginning. Thence south 138'. Thence west 142'. Thence north 138'. Thence east 142',
- The east 142' of the west 314.72' of the south 200' north 11 acres of the West 1/2 of the Northwest of the Southwest of Section 36,
- The west 172.72' of the south 200' of north 11 acres of the West 1/2 of the Northwest of the Southwest of Section 36.

Any assessment may be paid in full or in part without interest within 30 days after the date of the first publication of this notice, such payments to be made at the office of the City Clerk. Assessments in the amount of One Hundred Dollars (\$100.00) or more which are not paid in full within that time period will be divided into 5 equal annual installments due on the first day of July, commencing July 1, 2017. All unpaid special assessments will draw annual interest at 3% computed initially from the date of acceptance of the work on the 2016 Sidewalk Project to December 1, 2017, and thereafter computed from the December 1 immediately preceding the due dates of the respective installments to the December 1 next following the due dates of the respective installments. Each installment will be delinquent from the October 1 following its due date and will draw additionally the same delinquent interest and the same penalties as ordinary taxes.

Any property owner may elect to pay one half or all of the next annual installment of principal and interest of the special assessment prior to the delinquency date of the installment.

All unpaid installments of any assessment may be paid in full on any date, in which case interest shall be computed on the outstanding balance to the first day of December following the date of such payment; and additional annual installments may be paid after the current installment has been paid before December 1 without interest.

Reference is hereby made to said final assessment schedule for a description of the particular lots or tracts and the amounts of the final assessments thereon, as determined and fixed by the Council.

By order of the City Council of the City of Winterset, Iowa.

Mark Nitchals
City Clerk

Section 12. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is the decorative brick leveling project. The Administrator stated that requests for quotations were mailed to two contractors and was also posted on the Master Builders of Iowa's construction update website. He stated that one proposal was submitted by Grip Tite Foundation Repair of Winterset. He stated that the proposal was for unit price of \$19.43 per lineal foot. He stated that there is an estimated 1,200 lineal feet of area to be repaired. He stated that the final cost will be based on the total amount of footage that is repaired. Following brief discussion, a motion was made by Council Member Macumber and seconded by Council Member Harrell to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-132

RESOLUTION SELECTING CONTRACTOR
FOR THE DECORATIVE BRICK LEVELING PROJECT

WHEREAS, requests for quotations were requested from local contractors and was posted on the Construction Update Plan Room Network website for the proposed Decorative Brick Leveling Project; and

WHEREAS, Grip-Tite Foundation Repair provided a price quotation of \$19.43 per lineal foot.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Winterset, Iowa, that Grip-Tite Foundation Repair is hereby selected to undertake the Decorative Brick Leveling Project.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called upon City Attorney James Larson to report on the next item on the agenda dealing with the misdemeanor ordinance. James Larson stated that he has prepared an ordinance which provides that a violation of City ordinances would not be punishable by imprisonment. He stated that a recent Court case ruled that if a violation could result in imprisonment, the City would have to pay for a court appointed attorney. He stated that this ordinance removes the punishment of imprisonment for any City violation.

Following a period of discussion, Council Member Seaward made a motion to suspend the three readings of the proposed ordinance and that the ordinance now be placed on its passage. Council Member Fletcher seconded the motion to suspend the readings of the ordinance. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

Council Member Macumber then made a motion to adopt the proposed ordinance. Council Member Stover seconded the motion. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried and that Ordinance No. 605 was duly adopted.

The Mayor called for a report on the employee health insurance plan. The Administrator stated that the City was recently notified of a 20.5% rate increase in the current health insurance plan provided to employees. He stated that the dental insurance rates also increased by a 3.5%. He stated that a committee of Department Supervisors and an additional employee from each department of the City and the Municipal Utilities recently met to review alternatives. He stated that they looked at rates from other insurance carriers and also at other plans from Wellmark Blue Cross Blue Shield. He stated that the committee is recommending a change to the Wellmark Silver 3600 Plan, which carried higher deductibles than the current plan. He stated that the monthly insurance premium is actually lower, but the payments under the Health Reimbursement Account would be somewhat higher than the current plan. He stated that, he is estimating that the total benefits could be about 4% to 8% more than the current plan. Following a period of discussion, Council Member Harrell made a motion to adopt the following resolution. Council Member Seaward seconded the motion. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-133

RESOLUTION APPROVING EMPLOYEE HEALTH INSURANCE PROGRAM

WHEREAS, the employee health insurance plan currently provided through Wellmark Blue Cross Blue Shield of Iowa is projected to increase in rates; and

WHEREAS, the employee health insurance committee has met and reviewed various alternative plans and recommends the Wellmark Alliance Select HRA Silver 3600 plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Winterset that the Wellmark Alliance Select HRA Silver 3600 plan as recommended by the employee insurance committee is hereby approved.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is the annual Urban Renewal Report. The Administrator stated that he prepared the annual TIF report for Fiscal Year 2015-16. Copies of the report were provided to the Council Members for their review. A motion was made by Council Member Stover and seconded by Council Member Seaward to adopt the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-134

RESOLUTION APPROVING
ANNUAL URBAN RENEWAL REPORT

BE IT RESOLVED by the City Council of the City of Winterset Iowa that the annual Urban Renewal Report for Fiscal Year 2015-16 is hereby approved.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to submit this report to the Iowa Department of Management in a timely manner.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on the Plat of Survey for Bishop Farms. Assistant City Administrator Bob Hendricks presented a copy of the Plat of Survey and the location of the survey. He stated that the Planning & Zoning Commission recommends that the Council approves the Plat of Survey. A motion was then made by Council Member Harrell and seconded by Council Member Macumber to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-135

RESOLUTION APPROVING PLAT OF SURVEY

WHEREAS there was filed in the office of the Zoning Administrator of the City of Winterset, Iowa, plat of survey of property owned by Bishop Farms; and

WHEREAS the parcel of land comprising said plat of survey is described as follows:

Legal Description - Parcel 'C'

All that part of the West Half (W1/2) of the Southwest Quarter (SW1/4) of Section 27, Township 76 North, Range 27 West of the 5th P.M., Madison County, Iowa, more particularly described as follows:

Beginning at the Southwest corner of said Section 27, thence South 89°28'50" East, along the South line of said W1/2 of the SW1/4, a distance of 1,340.19 feet, to the Southeast Corner of the W1/2 of the SW1/4 of said Section 27; thence North 00°04'11" West, along the East line of said W1/2, a distance of 1,414.26 feet; thence North 50°59'52" West, a distance of 495.60 feet; thence South 80°45'56" West,

a distance of 955.42 feet, to a point on the West line of said W1/2; thence South 00°22'32" West, along the West line of said W1/2, a distance of 1,560.73 feet to the Point of Beginning, and containing 49.62 acres of land, more or less, including 2.60 acres of road easement. Subject to all easements and restrictions of record.

Legal Description - Parcel 'C'

All that part of the East Half (E1/2) of the Southeast Quarter (SE1/4) of Section 28, Township 76 North, Range 27 West of the 5th P.M., Madison County, Iowa, more particularly described as follows:

Beginning at the Southeast corner of said Section 28, thence North 00°22'32" East, along the East line of said Section 28, a distance of 1,560.73 feet; thence South 80°45'56" West, a distance of 264.47 feet; thence South 52°51'09" West, a distance of 529.50 feet; thence South 00°04'11" East, a distance of 1,195.28 feet, to a point on the South line of said Section 28; thence South 89°43'28" East, along the South line of said Section 28, a distance of 671.41 feet to the Point of Beginning, and containing 22.16 acres of land, more or less including 1.38 acres of road easement. Subject to all easements and restrictions of record.

WHEREAS the Planning & Zoning Commission of the City of Winterset, Iowa, has reviewed said plat of survey and finds that the plat of survey conforms to the provisions of the land use plan and is in compliance with the Ordinances of the City of Winterset, Madison County, Iowa, and recommends that the plat of survey should be approved by the City Council of the City of Winterset, Iowa.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa:

1. The plat of survey on property owned by Bishop Farms as described above is hereby approved.
2. The requirement of the Subdivision Ordinance of the City of Winterset, Iowa that certain improvements be constructed within said plat of survey is hereby waived.
3. The Zoning Administrator of the City of Winterset, Iowa, is hereby directed to certify this resolution which shall be affixed to said plat to the County Recorder which should be filed and recorded in connection therewith.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on the Plat of Survey for the Rhoads Property. The Assistant City Administrator Bob Hendricks stated that a Plat of Survey has been prepared for property

owned by Linda Sue Rhoads. He stated that the Planning & Zoning Commission recommends approval of this Plat of Survey. Following a brief discussion, a motion was made by Council Member Seaward and seconded by Council Member Stover to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-136

RESOLUTION APPROVING PLAT OF SURVEY

WHEREAS there was filed in the office of the Zoning Administrator of the City of Winterset, Iowa, plat of survey of property owned by Linda Sue Rhoads; and

WHEREAS the parcel of land comprising said plat of survey is described as follows:

Legal Description - Parcel "K"

All that part of the Northwest Quarter of the Southwest Quarter of Section 12, Township 75 North, Range 28 West of the 5th P.M., Madison County, Iowa, more particularly described as follows:

Commencing at the West Quarter corner of said Section 12, thence South 00°40'18" West, along the West line of said Northwest Quarter of the Southwest Quarter of said Section 12, a distance of 813.86' feet to the Point of Beginning, being a point in the center of road at the intersection of Carver Road and Knoll Ridge Trail; thence North 88°18'12" East, along the center line of Carver Road, a distance of 43.47 feet; thence continuing along said center line, along a curve to the left having a radius of 594.94 feet, a delta of 62°16'38", an arc length of 646.67 feet, and a chord which bears North 57°07'40" East, having a chord distance of 615.30 feet; thence North 25°59'38" East, along said center line, a distance of 370.57 feet; thence continuing along said center line, along a curve to the right having a radius of 2,291.74 feet, a delta of 02°39'44", an arc length of 106.49 feet, and a chord which bears North 31°52'38" East having a chord distance of 106.48 feet; thence South 88°58'55" East, a distance of 220.55 feet; thence South 26°33'46" West, a distance of 626.86 feet; thence South 36°02'28" West, a distance of 223.78 feet; thence South 24°16'42" West, a distance of 158.42 feet to a Set 15982 for corner; thence South 07°34'31" West, a distance of 147.02 feet; thence North 89°45'02" West, a distance of 506.11 feet, to a point in the center line of Knoll Ridge Trail; thence North 00°40'18" East, along said center line, a distance of 274.75 feet to the Point of Beginning, and containing 7.81 acres of land, more or less.

WHEREAS the Planning & Zoning Commission of the City of Winterset, Iowa, has reviewed said plat of survey and finds that the plat of survey conforms to the provisions of the land use plan and is in compliance with the Ordinances of the City of Winterset, Madison County, Iowa, and recommends that the plat of survey should be approved by the City Council of the City of Winterset, Iowa.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa:

1. The plat of survey on property owned by Linda Sue Rhoads as described above is hereby approved.
2. The requirement of the Subdivision Ordinance of the City of Winterset, Iowa that certain improvements be constructed within said plat of survey is hereby waived.
3. The Zoning Administrator of the City of Winterset, Iowa, is hereby directed to certify this resolution which shall be affixed to said plat to the County Recorder which should be filed and recorded in connection therewith.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is Plat of Survey for the Bass property. Assistant City Administrator Bob Hendricks reported that this Plat of Survey is for property owned

by Thomas & Carol Bass. He stated that the Planning & Zoning Commission has reviewed the Plat of Survey and recommends that the Council approve the Plat of Survey. A motion was then made by Council Member Macumber and seconded by Council Member Seaward to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-137

RESOLUTION APPROVING PLAT OF SURVEY

WHEREAS there was filed in the office of the Zoning Administrator of the City of Winterset, Iowa, plat of survey of property owned by Thomas D. and Carol A. Bass; and

WHEREAS the parcel of land comprising said plat of survey is described as follows:

Legal Description - Parcel "N"

All that part of Lot 15 in KIPPY RIDGE ESTATES, an Official Plat, now included in and forming a part of Madison County, Iowa, more particularly described as follows: Beginning at the Northwest corner of said Lot 15, thence South 78°34'29" East, along the North line of said Lot 15, a distance of 170.13 feet; thence South 41°30'29" East, along the easterly line of said Lot 15, a distance of 147.40 feet; thence South 23°46'47" West, a distance of 200.11 feet; thence South 89°49'43" West, a distance of 182.69 feet, to a point on the West line of said Lot 15; thence North 00°11'12" West, along said West line of Lot 15, a distance of 327.75 feet, to the Point of Beginning, and containing 1.55 acres of land, more or less.

WHEREAS the Planning & Zoning Commission of the City of Winterset, Iowa, has reviewed said plat of survey and finds that the plat of survey conforms to the provisions of the land use plan and is in compliance with the Ordinances of the City of Winterset, Madison County, Iowa, and recommends that the plat of survey should be approved by the City Council of the City of Winterset, Iowa.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa:

1. The plat of survey on property owned by Thomas D. and Carol A. Bass as described above is hereby approved.
2. The requirement of the Subdivision Ordinance of the City of Winterset, Iowa that certain improvements be constructed within said plat of survey is hereby waived.
3. The Zoning Administrator of the City of Winterset, Iowa, is hereby directed to certify this resolution which shall be affixed to said plat to the County Recorder which should be filed and recorded in connection therewith.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that terms of two Members of the Low Rent Housing Agency recently expired. The Mayor stated that he is reappointing Marilyn McNamara and Carol Liechty to two year terms on the Winterset Low Rent Housing Agency. The Mayor went on to ask the Council Members approve this appointment. A motion was then made by Council Member Harrell and seconded by Council Member Fletcher to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-138

RESOLUTION APPROVING APPOINTMENTS TO
LOW RENT HOUSING AGENCY BOARD

WHEREAS, the Mayor has announced that he has reappointed Marilyn McNamara and Carol Liechty to two year terms on the Winterset Low Rent Housing Agency Board said terms to expire on November 2, 2018; and

WHEREAS appointments to this Board are made by the Mayor and confirmed by the City Council.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset Iowa that the Mayor's appointment of Marilyn McNamara and Carol Liechty to two year terms on the Winterset Low Rent Housing Agency Board are hereby confirmed.

Passed and approved on this 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is a liquor license renewal for the Winterset Stage. He was reported that the Police Department has not had compliance problems at this business. A motion was then made by Council Member Harrell and seconded by Council Member Macumber to approve the following resolution. Roll call vote:

RESOLUTION NO. 2016-139

RESOLUTION APPROVING APPLICATION FOR
ALCOHOLIC BEVERAGE LICENSE

WHEREAS, there is now on file an application for renewal of a Special Class C Liquor License (BW) (Beer/Wine) and a Class B Native Wine Permit filed by The Winterset Stage; and

WHEREAS, after due investigation and consideration of said matter, it is considered that the aforementioned application should be granted and recommendation be made that such licenses should be granted.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Winterset that liquor license application is hereby approved and it is recommended that alcoholic beverage license be granted for The Winterset Stage.

Passed and approved this day 7th day of November 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for the Administrator to present his report at this time. The Administrator reported that the committee working on the new City position has met twice in the past few weeks.

He stated that the committee has decided that the main responsibility of the new position will be code enforcement, which includes nuisance problems, mowing, off street parking, sidewalk snow removal, etc. with a future task of rental inspections. He stated that the committee has developed a draft job description.

The Administrator stated that he was contacted by Jim Liechty from the Madison County Conservation Commission asking that the City of Winterset appoint a representative to the Madison County Scenic Byways Commission. He stated that all communities where the scenic

byway will go through are being asked to appoint someone to the Madison County Scenic Byways Commission.

The Administrator stated that work on City Hall HVAC project is progressing, with demolition work being undertaken first. He stated that as a result, there are no longer any heating or cooling functions in City Hall.

The Administrator reported SICOG is again asking member cities to complete the priorities survey and the SWOT (strengths, weaknesses, opportunities & threats) analysis. The Administrator stated that this was the topic of the planning and goal setting meetings that were held earlier this year in May and June.

The Administrator stated that he has discussed with the City Attorney staff the request of the Winterset Community Church with regards to selling city property and also with regards to use of the city alley. He stated that the City Attorney has suggested that the City vacate the alley and reserve the entire width of the alley as a utility easement. He also suggested that the City could enter into a long term lease of the City property to the Church, which would allow the City to use the property as well as providing for parking for Church activities.

The Administrator stated that Bob Hendricks reports that all the housing units in the Glenwood Villas planned unit development owned by Kading Properties have been completed and he has issued certificate of occupancy for all 64 units. He stated that 41 of these dwelling units have been rented so far, with 7 more applications under review.

The Administrator stated that the audit report for FY 2015-16 has been completed and he provided copies to the Council Members for their review.

The Administrator provided copies of the proposed budget for the Winterset Municipal Utilities to the Mayor & Council Members and stated that approval of this budget will be on the agenda for the next Council meeting.

The Mayor called for a report on the claims. Council Member Stover stated that he reviewed the claims and moved to approve the following list of claims. Council Member Seaward seconded the motion. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Breedings Hardware, keys	8.97
Iowa Peace Officers Assn, membership dues	240.00
Keltek Inc, patrol car supplies	6,451.53
Linda Barker, cleaning service	50.00
Madison Co Sheriff, dispatch service	2,508.33
Payroll Account, salaries	16,602.10
Payroll Account, salaries	17,674.36
Quill Corp, office supplies	129.49
Verizon Wireless, cellular service	320.12
Winterset Municipal Utilities, utilities	17.58

FIRE:

Andrew Kephart, reimb expenses	252.59
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ADMINISTRATION:

Faller Kincheloe & Co PC, audit fee	4,625.00
Internal Service Fund, transfer	2,465.18
Madison Co Abstract, abstract fee	864.00
Madison Co Recorder, recording fee	27.00
Payroll Account, salaries	1,175.00
Payroll Account, salaries	4,292.97
Payroll Account, salaries	4,292.97
Pro Team Insurance, addl premium	690.68

AIRPORT

Winterset Airport Authority, appropriation	3,289.92
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ECONOMIC DEVELOPMENT:

Chris Nolte, reimb expenses	15.80
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Madison Co Alliance Group, appropriation	3,666.67
<u>ANIMAL CONTROL:</u>	
Payroll Account, salaries	57.62
Street Tails Inc, spay program	150.00
<u>BUILDING INSPECTOR:</u>	
IABO, membership dues	50.00
International Assn of Electric Inspectors, code book	23.00
Payroll Account, salaries	1,247.58
Payroll Account, salaries	1,247.59
<u>GARBAGE FUND</u>	
<u>SOLID WASTE/GARBAGE:</u>	
Payroll Account, benefits	105.19
Payroll Account, salaries	485.34
Payroll Account, salaries	634.60
Payroll Account, salaries	634.60
Waste Management of Iowa, garbage service	23,007.92
<u>INTERNAL SERVICE FUND</u>	
<u>ADMINISTRATION:</u>	
Access Systems, maint contract	1,169.45
Brandy Decker, cleaning service	400.00
CIT, copier lease	368.30
County Line Printing, office supplies	245.00
D & D Pest Control, pest control	35.00
Employee Benefit Systems, HRA admin fee	277.20
F & M State Bank, ACH fees	185.00
Feirer Enterprises Inc, website maint	59.00
Info Dog Security, shredding	373.75
Julie Worrall, reimb expenses	38.30
MMIT Business Solutions Group, copier maint	7.67
Neofunds by Neopost, postage	600.00
Quill Corporation, office supplies	188.16
Winterset Municipal Utilities, utilities	679.62
WorldPay, CR/CB fees	213.81
<u>ROAD USE TAX</u>	
<u>ROADWAY MAINTENANCE:</u>	
Alexander Construction, street repairs	3,904.50
Barco Products Co, safety jacket	71.09
Breedings Hardware, hdw supplies	56.68
Electronic Engineering, pager maint	23.90
Harrison Truck Centers, truck repairs	1,333.58
Iowa One Call, locates	20.48
Mobetrex Inc, traffic signal maint	2,140.00
Municipal Supply Inc, manhole lid	411.83
National Sign Company Inc, signs	221.70
Payroll Account, salaries	6,631.83
Payroll Account, salaries	7,104.91
Quality Car Care, truck repairs	311.72
Waste Management, garbage service	65.00
Winterset Municipal Utilities, utilities	5,791.48
<u>STREET CLEANING:</u>	
Payroll Account, salaries	300.68
Payroll Account, salaries	709.48
Trans-Iowa Equipment, equip repairs	62.18
<u>SNOW REMOVAL:</u>	
Blackstrap Inc. salt	1,897.35
Hallett Materials, ice control sand	965.46
<u>SIDEWALK PROJECT</u>	
<u>SIDEWALKS:</u>	
Alexander Construction, sidewalk repairs/const	8,890.75
<u>PAVING PROJECT</u>	
<u>ROAD MAINTENANCE:</u>	
Snyder & Associates, engineer fees	6,605.06
<u>SEWER UTILITY FUND</u>	
<u>SANITARY SEWER:</u>	
Alexander Construction, street patch	938.50
Breedings Hardware, hdw supplies/tools	303.16
Cintas Corporation, first aid supplies	76.69
City Supply Corp, line supplies	2,699.50
CR Servicers, safety supplies	273.10

Hawkins Inc, chemicals	1,260.70
HD Supply Waterworks LTD, hdw supplies	11.10
Internal Service Fund, transfer	1,643.46
Iowa One Call, locates	20.48
Iowa Pump Works, pump repairs	9,566.25
Jetco Inc, testing supplies	406.77
Johnston Lawncare, seeding	2,100.00
North Central Laboratories, turbidimeter	1,078.10
Payroll Account, benefits	1,243.25
Payroll Account, benefits	5,262.74
Payroll Account, salaries	7,498.38
Payroll Account, salaries	7,363.31
Sewer Improvement Project, transfer	20,000.00
Sewer Revenue Bond Sinking, transfer	16,423.63
Verizon Wireless, cellular service	132.10
Winterset Municipal Utilities, utilities	7,664.82
<u>SEWER IMPROVEMENT PROJECT</u>	
<u>SANITARY SEWER:</u>	
Veenstra & Kimm Inc, engineer fees	1,555.46
<u>SEWER BOND SINKING</u>	
<u>SANITARY SEWER:</u>	
Iowa Finance Authority, interest	30,542.09
TRUST & AGENCY	
<u>POLICE:</u>	
Payroll Account, benefits	3,091.25
Payroll Account, benefits	9,563.17
<u>ADMINISTRATION:</u>	
Payroll Account, benefits	918.62
Payroll Account, benefits	3,144.90
Total Administrative Services, flex true-up	83.40
<u>ROADWAY MAINTENANCE:</u>	
Payroll Account, benefits	1,227.85
Payroll Account, benefits	6,105.28
Iowa Workforce Development, unemployment benefit	5,364.00

The Mayor stated that the minutes of the October 17, 2016 City Council meeting were previously distributed to the Council Members for their review. A motion was made by Council Member Seaward and seconded by Council Member Macumber to approve the minutes as submitted. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

The Mayor noted that no one had signed up for making any public comments at this Council meeting.

Council Member Harrell then made a motion to adjourn the meeting. The motion was seconded by Council Member Macumber. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried and the meeting was now adjourned.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator