

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: Winterset City Council

Date of Meeting: February 20, 2017

Time of Meeting: 7:00 PM

Place of Meeting: Light Plant office - 321 N. 1st Street

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 Madison County Development Group
- 7:10 3. Report from Winterset Municipal Utilities
- 7:20 4. Subdivision plat - Casper First Addition
- 7:30 5. FY 2017-18 Budget
-set date for public hearing
- 7:40 6. Liquor license application - The Iowa Theater
- 7:50 7. Request for street closing for The Iowa Theater
- 8:00 8. Request for Bike Night
- 8:10 9. Request for sewer charge adjustment
- 8:20 10. Administrator report
- 8:30 11. Claims
- 8:35 12. Minutes Feb. 6th meeting
- 8:40 13. Public comment
- 8:45 14. Adjournment

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

DATE POSTED: February 17, 2017

BY:

Title: City Administrator

City Council of the City of Winterset, Iowa met in regular session on February 20, 2017 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 called for any additions or deletions to the agenda. The Administrator stated that he added a request for bike night to the agenda. Council Member Macumber then made a motion to adopt the amended agenda. Council Member Fletcher seconded the motion. Roll call vote:

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

Whereupon the Mayor declared that the motion carried.

The Mayor first recognized Assistant Police Chief Roger Shortt and asked that he introduce the newest member of the Police Department. Assistant Chief Roger Shortt

introduced Tyler Solum to the Mayor and Members of the Council. He stated that Tyler began work with the Police Department on February 13th.

The Mayor then recognized Tom Leners and asked for a report from the Madison County Development Group. Mr. Leners presented a written report listing activities he has been involved in during the past month. He went on to discuss in further detail several of the items in his report.

The Mayor then recognized Scott Wesselmann and asked for a report from the Winterset Municipal Utilities. Mr. Wesselmann stated that the Water Department is undertaking their annual chlorine safety training. He stated that they handle one ton cylinders of chlorine gas and they need to be trained on proper handling procedure. He stated that they are about to begin lead and copper sampling from various locations around the water system. He stated that they collect these samples once every five years. He stated that they are also changing the meters to radio read. He stated that the Electric Department has been busy with new house service connections and with tree trimming. He stated that they are also taking down the overhead wiring in areas where they converted to underground service.

The Mayor then stated that the next item on the agenda is a subdivision plat known as Casper's First Addition. Bob Hendricks reported to the Mayor and Council that this subdivision includes five lots along the north side of Highway 92 to the east of 4th Avenue. He stated that this also includes a frontage road to be known as Wambold Street. He stated that Wambold is the name of the family that previously owned this property. He stated that the Planning & Zoning Commission has reviewed this subdivision plat and recommends approval. Following a brief period of discussion, a motion was made by Council Member Seaward and seconded by Council Member Harrell to adopt the following resolution. Roll call vote:

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

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

RESOLUTION 2017-23

RESOLUTION APPROVING SUBDIVISION PLAT CASPER FIRST ADDITION

WHEREAS, there was filed in the Office of the City Administrator of the City of Winterset, Madison County, Iowa, a registered land surveyor's plat of a proposed subdivision known as Casper First Addition, an addition to the City of Winterset, Madison County, Iowa; and

WHEREAS, the real estate comprising said plat is described as follows:

All that part of the Southeast Quarter of the Southeast Quarter (SE1/4 SE1/4) of Section 25, Township 76 North, Range 28, West of the 5th P.M., City of Winterset, Madison County, Iowa, including part of Parcel 'H' filed in Book 2016 page 1401, more particularly described as follows:

Commencing at the Southeast Corner of said Section 25; thence N 89°45'11" W, along the South line of said SE1/4 SE1/4, a distance of 1318.76 feet to the Southwest corner of said SE1/4 SE1/4; thence N 00°08'18" E, a distance of 126.21 feet, to the Southwest corner of Lot B in North Stone Village Plat 4, an Official Plat in the City of Winterset, Madison County, Iowa; thence N 87°10'26" E, a distance of 33.14 feet, to the Southeast corner of said Lot B, also being the Point of Beginning; thence N 00°07'22" E, along the East line of said Lot B, a distance of 397.69 feet, to the Northeast corner of said Lot B; thence S 89°02'57" E, a distance of 200.00 feet; thence S 00°06'23" W, a distance of 46.97 feet; thence N 87°09'29" E, a distance of 700.00 feet; thence S 00°07'29" W, a distance of 337.49 feet, to the North right of way line of U.S. Highway 169; thence continuing along said right of way line, S 87°09'32" W, a distance of 900.25 feet, to the Point of Beginning. Said parcel containing 7.21 acres, more or less.

WHEREAS, there was also filed with said plat a dedication of said plat containing a statement to the effect that the subdivision as it appears on the plat is with the free consent and in accordance with the desire of the owner, Robert Casper; and,

WHEREAS, said plat was accompanied by an opinion from an attorney at law showing that title in fee simple is in said owners and that the platted land is free from encumbrance, and a certified statement from the Treasurer of Madison County, Iowa, that said platted land is free from taxes; and

WHEREAS, the City Council of the City of Winterset, Madison County, Iowa, finds that said plat conforms to the provisions of the Ordinances of the City of Winterset, Madison County, Iowa, and that the plat, papers and documents presented therewith should be approved by the City Council of the City of Winterset, Madison County, Iowa.

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

1. Said plat, known as Casper First Addition, an addition to the City of Winterset, Madison County, Iowa, prepared in connection with said plat and subdivision is hereby approved.

2. The Zoning Administrator of the City of Winterset, Madison County, Iowa, is hereby directed to certify this resolution which shall be affixed to said plat to the County documents which should be filed and recorded in connection therewith.

Passed and approved this 20th day of February, 2017.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on the budget for next fiscal year. The Administrator stated that he had made some minor changes to the TIF appropriations and to capital improvement projects. The Administrator presented copies of the latest version of the budget to the Council Members. The Administrator suggested that the Council set the date of March 6th for the public hearing on the proposed budget. Following a brief period of discussion, Council Member Macumber made a motion seconded by Council Member Stover to approve the following resolution. Roll call vote:

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

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

RESOLUTION NO. 2017-24

RESOLUTION SETTING DATE FOR HEARING
ON PROPOSED FISCAL YEAR 2017-18 BUDGET

BE IT RESOLVED by the City Council of the City of Winterset, Iowa that a public hearing on the proposed budget for FY 2017-18 be held on March 6, 2017.

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 20th day of February 2017.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is consideration of a liquor license for the Iowa Theater. The Administrator stated that this is a new application is for a Class C Liquor License with an effective date of May 25, 2017. Following a brief period of discussion, a motion was made by Council Member Harrell and seconded by Council Member Stover to approve the following resolution. Roll call vote:

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

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

RESOLUTION NO. 2015-118

RESOLUTION APPROVING APPLICATIONS FOR
ALCOHOLIC BEVERAGE LICENSE

WHEREAS, there is now on file an application for a new Class C Liquor License (LC) filed by The Iowa Theater aka Rebecca Fons and Marianne Fons; and

WHEREAS, after due investigation and consideration of said matters, it is considered that the aforementioned applications 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 the liquor license application is hereby approved and it is recommended that alcoholic beverage license is granted for this business:

Passed and approved this day 20th day of February 2017.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is to consider a request for street closing by the Iowa Theater. The Mayor stated that it was his understanding that the owners of the Iowa Theater would like to have a grand opening party on May 28th and to put a tent up on the street in front of the theater. He stated that this would necessitate closing John Wayne Drive on the east side of the Square. The Mayor stated that he has some questions that he would like to discuss with the owners of the Iowa Theater before he approves closing the street.

The Mayor stated that the next item on the agenda is a request for Bike Night. Robert Sinclair stated that Rodell's Bar B Q would like to have a Bike Night on May 6th. He stated that if this first event is successful, he would like to have one every month. He stated that Bike Night hours would be 3 P.M. to 8 P.M. He presented a map showing the area on Washington Street next to their business that he would ask to be closed during this even. The Mayor asked that he visit with the Police Chief to learn of the City's requirements for allowing alcohol consumption on the City streets. The consensus of the Council was to agree with the general concept of Bike Night on Washington Street next to Rodell's Bar B Q.

The Mayor stated that the next item on the agenda is a request for sewer charge adjustment. The Administrator presented a copy of a letter from Rita Moorehead for her residence located at 121 E Lane St. The Administrator stated that the water line under her mobile home froze during the cold weather in December. He stated that she has provided a copy of a plumbers repair bill showing that the waterline has been repaired. The Administrator stated that during this time period she used 6,400 cubic feet of water which amounted to a charge of \$395.85. He stated that following previously established policy, the charge would be reduced down to \$153.85. Following brief discussion, Council Member

Stover introduced the following resolution and moved for its adoption. Council Member Fletcher seconded the motion. Roll call vote:

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

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

RESOLUTION NO. 2017-26

RESOLUTION APPROVING SEWER CHARGE ADJUSTMENT

BE IT RESOLVED by the City Council of the City of Winterset that a credit of \$242 be applied for the sewer charges for the utility account of Rita Moorehead for her residence at 121 E Lane St.

Passed and approved this 20th day of February 2017.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called upon the City Administrator to present his report at this time. The Administrator stated that the public employee collective bargaining law has been substantially changed with legislation recently passed by the Iowa Legislature and signed by the Governor. He stated that the Iowa League of Cities has provided some information on the new law. He stated that there is an exemption for bargaining units with at least 30% of the members who are public safety employees, which may be the case with our employee's unit. He stated that there are 6 Police Officers covered by the unit, with 19 total employees in the bargaining unit. He stated that other provisions of the law will still affect our unit, such as having a vote to recertify the unit each time the contract is up for negotiations. He stated that the law also changes the arbitration procedure, and changes were made with regards to deduction of union dues from employee paychecks.

The Administrator stated that work on the City Hall HVAC project is completed, now the contractor has to finish the cleanup work. He stated that the testing and balancing work continues to get the system correctly adjusted. He stated that the next Council meeting will be held at City Hall.

The Administrator stated that our CDBG grant application for the downtown storefront renovation project was one of four applications that were submitted.

The Administrator stated that he has submitted a claim for reimbursement for the grant the City was awarded for the Jurgensen Bridge relocation project. He stated that the staff at the DOT is questioning the local match submittals that were included with this claim. The Administrator stated that he was led to believe that the costs incurred by Madison County when the bridge was moved off of the river could be counted as part of the local match, but DOT officials are questioning this because FEMA funds were used.

The Administrator stated that the Electric Supt. suggested that the City convert all the decorative street lights in the downtown area to a LED light bulb. He stated that a LED light would use about one-third of the electricity and would last for years. The Administrator stated that the price of the conversion kit is about \$65 per light.

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

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Brittains Std Parts, car maint 34.61
Business Radio Sales & Service, microphone 115.02
Card Services, supplies 149.92
Carpenter Uniform Co., uniforms 513.90
CenturyLink, phone service 436.70
Chief, evidence tape 76.45
Keltek Inc., microphones 139.27
Madison Co Treasurer, gasoline 963.19
Payroll Account, salaries 31,298.02
Quality Car Care, car repairs 465.66
Uline, envelopes 74.17
Verizon, cellular service 320.08

FIRE:

Agriland FS Inc., gasoline 273.40
Ben Franklin, office supplies 22.32
Brittains Std Parts, hdw supplies 31.48
Card Services, light fixtures 3,444.96
Carpenter Uniform Co., uniform 107.29
CenturyLink, phone service 108.73
DANKO Emergency Equipment Co., tools 3,395.48
MidAmerican Energy, gas service 282.38
Municipal Emergency Services, truck equipment 917.52
R & B Tire & Auto, truck repairs 494.70
Reliant Fire Apparatus Inc., truck repairs 69.21
Verizon, cellular service 40.01
Wade Banning, reimb mileage 174.83
Winterset Municipal Utilities, utilities 239.84

ADMINISTRATION:

Payroll Account, salaries 4,367.97
Bob's Custom Trophies, name plate 14.45

BUILDING INSPECTOR:

International Assn of Electric, membership dues 120.00
Payroll Account, salaries 1,247.58
Winterset Oil Co., gasoline 70.45

GARBAGE FUND

SOLID WASTE/GARBAGE:

Payroll Account, salaries 634.60
Payroll Account, benefits 102.66

INTERNAL SERVICE FUND

ADMINISTRATION:

Ahlers & Cooney PC, labor atty 159.00
Authorize.Net, ACH fees 15.00
Brandy Decker, cleaning service 200.00
CenturyLink, phone service 451.28
CIT, copier maint 368.30
Electrical Engineering Equip, light bulbs 9.35
Fareway Stores Inc., mtg supplies 13.96
Montross Pharmacy, office supplies 9.00
Total Administrative Services, flex admin fee 278.50
UnityPoint Clinic, test kits 90.00
WorldPay US Inc., Cr/DB fees 40.88

ROAD USE TAX

ROADWAY MAINTENANCE:

Brittains Std Parts, truck maint 9.87
CenturyLink, phone service 193.58
CINTAS Corporation, first aid supplies 51.13
Crystal Clear Water, office supplies 5.50
Farmers Electric Coop Inc., utilities 203.22
MidAmerican Energy Co., gas service 595.78
Payroll Account, salaries 7,095.36
R & B Tire & Auto, tire repairs 18.00
Waste Mgmt of Iowa, garbage service 65.00
Winterset Oil Co., gasoline 154.08

SNOW REMOVAL:

Payroll Account, salaries 307.09

SEWER UTILITY FUND

SANITARY SEWER:

AMWELL, pump repairs 10,435.38
 Brittain's Std Parts, hdw supplies/flashlights 174.60
 CenturyLink, phone service 226.66
 CINTAS Corp, first aid supplies 116.54
 DMACC Business Resources, training 450.00
 Interstate Powersystem Inc., generator repairs 1,413.16
 Iowa Pump Works Inc., pump repairs 7,035.31
 Keystone Laboratories Inc., lab testing 1,261.80
 Payroll Account, benefits 1,230.66
 Payroll Account, salaries 7,565.91
 Spee-Dee Delivery Service Inc., shipping 104.56
 Winterset Oil Co., gasoline 950.51

TAX INCREMENT FINANCING FUND

ECONOMIC DEVELOPMENT:

Grip Tite Mfg, TIF rebate 2,125.00
 Michael K Johnson, TIF rebate 5,580.50

HOUSING PROJECT FUND

URBAN RENEWAL:

Iowa Environmental Services, asbestos survey 600.00

CITY HALL PROJECT FUND

ADMINISTRATION:

Electrical Engineering Equipment, heaters 261.71

TRUST & AGENCY

POLICE:

Payroll Account, benefits 4,062.06

ADMINISTRATION:

Payroll Account, benefits 915.19

ROADWAY MAINTENANCE:

Payroll Account, benefits 1,200.37

Receipts for previous month:

General Fund -	\$87,151.01
Special Revenue Fund -	\$101,063.95
TIF Special Revenues Funds	\$10,967.49
Debt Service Funds -	\$4,111.35
Capital Project Funds -	\$126,275.00
Enterprise Funds -	\$136,431.90

The Mayor stated that the minutes of the February 6th 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: Macumber, Seaward, Stover, Fletcher, Harrell

NAYS: None

Whereupon the Mayor declared that the motion carried.

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

A motion was then made by Council Member Stover and seconded by Harrell to adjourn the meeting. Roll call vote:

AYES: Macumber, Seaward, Stover, Fletcher, Harrell

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