

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: Winterset City Council

Date of Meeting: May 15, 2017

Time of Meeting: 7:00 PM

Place of Meeting: City Hall

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:

- 6:30 Meet at Fire Station for Jaw of Life presentation
- 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. Employee residency requirement proposal
- 7:30 5. Street tree ordinance proposal
- 7:40 6. Engineer contract – 8th Avenue & Mills Street storm sewer
- 7:50 7. Liquor license renewal – Fareway Stores, Inc.
- 8:00 8. Administrator report
- 8:10 9. Claims
- 8:15 10. Minutes May 1st meeting
- 8:20 11. Public comment
- 8:25 12. Adjournment

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

DATE POSTED: May 11, 2017

BY:

Title: City Administrator

City Council of the City of Winterset, Iowa met in regular session on May 15, 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 noted that Avalon Bernal, a High School Government class student, was in attendance at the Council meeting this evening.

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

AYES: Fletcher, Harrell, Macumber, Seaward, Stover

NAYS: None

Whereupon the Mayor declared that the motion carried.

The Mayor first recognized Tom Leners and asked for a report from the Madison County Development Group. Mr. Leners presented a written report summarizing activities he

has been involved with during the past month. He also went on to discuss several of the items in his report in greater detail.

The Mayor then called upon Scott Wesselmann to present the monthly report from the Winterset Municipal Utilities. Mr. Wesselmann reported on activities in the Water Utility and the Electric Utility. He stated that the Water Department recently published the annual Consumer Confidence Report. He stated that they also had a leak detection survey of the water distribution system and found one minor main break, which they repaired. He also reported that the sand and carbon in all the filters at the Water Plant have recently been replaced.

Mr. Wesselmann reported that the Electric Department experienced an outage this morning that lasted approximately 3 hours. He stated that there was a fault in cable from the main substation transformer to a switch gear building. He stated that they had the preconstruction meeting for the next underground electric project. He stated that they recently sold the bonds for this project.

The Mayor stated that the next item on the agenda is to discuss employee residency requirements. Following considerable discussion, the City Attorney was directed to prepare an ordinance providing that employees must live within a 45 minute commute time.

The Mayor stated that the next item on the agenda is a street tree ordinance proposal. The Administrator stated that he recently revised the Street Tree chapter of the City Code to include recommendations from the Tree Commission for tree planting standards. He stated that he also included additional language regarding maintenance of street trees. Kevin Johnson and Myron Hirschman from the Tree Commission were present at the meeting and stated that they agreed with the proposed provisions to the Street Tree Chapter. Following a period of discussion, the consensus of the Council was to consider this revised chapter as an ordinance at the next Council meeting.

The Mayor stated that the next item on the agenda is an engineering contract for the 8th Avenue & Mills Street storm sewer project. The Administrator stated that Snyder and Associates presented a proposed contract for engineering services related to construction of a new storm sewer in the area of Mills Street and North 8th Avenue. Copies of the proposed contract have been provided to the Council Members and to the City Attorney for review. Following a period of discussion, a motion was made by Council Member Seaward and seconded by Council Member Fletcher to approve the following resolution. Roll call vote:

AYES: Fletcher, Harrell, Macumber, Seaward, Stover

NAYS: None

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

RESOLUTION NO. 2017- 59

RESOLUTION APPROVING ENGINEER CONTRACT
MILLS STREET AND 8TH AVENUE STORM SEWER IMPROVEMENT PROJECT

BE IT RESOLVED by the City Council of the City of Winterset Iowa that the agreement for professional services with Snyder & Associates, Inc. for engineering services related to the Mills Street and 8th Avenue Storm Sewer Improvement Project be hereby approved.

BE IT FURTHER RESOLVED that the Mayor and City Administrator are hereby authorize and directed to execute this contract on behalf of the City.

Passed and approved this 15th day of May 2017.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is consideration of the liquor license renewal for the Fareway Store. It was noted that the Police Department had 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:

AYES: Fletcher, Harrell, Macumber, Seaward, Stover

NAYS: None

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

RESOLUTION NO. 2017 - 60

RESOLUTION APPROVING APPLICATION FOR
ALCOHOLIC BEVERAGE LICENSE

WHEREAS, there is now on file in the office of the City Administrator, an application for a Class E liquor license filed by Fareway Stores Inc. and a fee to the Iowa Department of Commerce, Alcoholic Beverages Division plus \$300 local fee, and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Winterset, Iowa that the application of Fareway Stores filed a Class E liquor license is hereby approved and it is recommended that such license be granted.

Passed and approved this 15th day of May 2017.

James C. Olson, Mayor

ATTEST

Mark Nitchals, City Administrator

The Mayor then called upon the Administrator to present his report at this time. The Administrator stated that an organization called Disability Rights Iowa will be in town tomorrow to survey various City owned facilities to determine compliance with the Americans with Disability Act (ADA). He stated that this organization recently sent a letter explaining that they are an advocacy group that is focusing on smaller cities to measure compliance with the regulatory requirements of ADA. He stated he met with a representative of this organization and provided a list of city buildings and park facility locations. He stated the City would be given a report of its findings together with recommendations.

The Administrator stated that the new Sewer Supt. moved to town yesterday and will begin his new job Wednesday. He stated that he after some initial difficulty in finding housing, he has found a house to rent.

The Administrator stated that hearings were held earlier today on the special exception use permit applications from Union State Bank for an ATM in the downtown area, and from Agriland for automated gas pumps in front of the Cobblestone hotel. He stated that in both cases, the Board of Adjustment granted the special exception use permit.

The Administrator stated that the Street Dept. found problems with an old storm sewer on E. Filmore Street, near the location of the new house built by the High School construction trades class. He stated that they found an old brick storm sewer structure that had broken down. He stated that this type of construction method is no longer used for storm sewer, and it should be replaced with concrete pipe.

The Administrator reported that flow meters are being installed in the sanitary sewer mains at six different locations in the collection system. He stated that these flow meters are part of the work being done by Veenstra & Kimm on the sanitary sewer collection system rehab project. He stated that design work will be done this year, and construction work would be scheduled for next year.

The Administrator stated that the installation of one of these flow meters showed that a sanitary sewer manhole cover had been covered over during the asphalt overlay project last

summer. He stated that Grimes Asphalt was contacted to repair and to bring the manhole lid up to street level.

The Administrator stated that he was told that street repairs would be done tomorrow in front of the Iowa Theatre on the east side of the Square. He stated that he had asked the Street Commissioner to get this repair work done before the grand opening scheduled over the Memorial Day weekend. He also reported that work has resumed on mud jacking the sidewalks in the downtown area which have settled since construction.

The Administrator reported that he had been contacted by Al Havel who owns property on E. Lane Street, just to the west of City owned property located at E. Lane & N. 6th Street. He stated that Mr. Havel has proposed that this property be developed into a park as a monument to veterans of armed services. The Administrator stated that this property used to be the location of a sewer lift station. He stated that years ago this lift station was eliminated, the structure was demolished and buried under fill dirt. He stated that the City has not tried to sell this property because of all the buried concrete, which would make it very difficult to build on this lot. He stated that the property could be used for a purpose that did not involve the construction of a permanent structure, such as a park facility. He stated that this property is located across the street from Memory Lane Park. The Administrator suggested that Mr. Havel be asked to present his idea for this property at a future Council meeting.

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

AYES: Fletcher, Harrell, Macumber, Seaward, Stover

NAYS: None

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Carpenter Uniform Co., safety boots/Douglas	141.99
CenturyLink, phone service	439.94
Linda Barker, March/April cleaning	100.00
Madison Co Tier, tire repairs	14.00
Madison Co Treasurer, gasoline	1,208.16
Payroll Account, salaries	17,211.30
The Shopper, ad	25.00

FIRE:

Agriland FS Inc., gasoline	355.19
Brittains Std Parts, truck maint	115.77
Bussanmas Towing & Services, towing	153.00
CenturyLink, phone service	108.94
Dan Madison, reimb physical	200.00
Feld Fire, safety mask	770.00
R & B Tire & Auto, truck maint	210.00
Stivers Ford, truck repairs	17,127.51
Waste Mgmt of Iowa, garbage service	16.00
Winterset Farm & Home, hdw supplies	19.98
Winterset Firefighters Assn, reimb expenses	650.00
Winterset Oil Co., gasoline	7.33

ADMINISTRATION:

Iowa Municipal Finance Officers, dues	20.00
Payroll Account, salaries	4,367.97
Winterset Madisonian, pub	587.42

ANIMAL CONTROL:

Winterset Veterinary Center, impound fees	186.74
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BUILDING INSPECTOR:

Agriland FS Inc., gasoline	70.00
International Code Council, membership dues	135.00
Payroll Account, salaries	1,247.58

ECONOMIC DEVELOPMENT:

Iowa Sister States, workshop presentation	100.00
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GARBAGE FUND

SOLID WASTE/GARBAGE:

Payroll Account, salaries	634.60
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Payroll Account, benefits 102.65

INTERNAL SERVICE FUND

ADMINISTRATION:

Access Systems, maint contract/firewall software 1,840.99
Brandy Decker, cleaning service 200.00
Card Services, internet/shelving 317.02
CenturyLink, phone service 458.55
D & D Pest Control, pest control 35.00
Dept of Treasury, PICORI fees 83.62
Fareway Stores, mtg supplies 16.94
Midwest Auto Fire Sprinkler Co., sprinkler inspection 189.00
MMIT Business Solutions Group, copier maint 25.48
Office Machines Co., office supplies 45.00
Quill Corporation, office supplies 78.77
Total Administrative Services, flex admin fee 275.50

ROAD USE TAX

ROADWAY MAINTENANCE:

Agriland FS Inc., gasoline 481.19
Breeding Hardware, hdw supplies 86.52
Brittains Std Parts, truck maint 193.76
Carquest of Winterset, ruck maint/cleaning supplies 34.82
CenturyLink, phone service 193.71
Crystal Clear Water, office supplies 5.50
Farmers Electric Coop Inc., utilities 203.42
Hotsy Cleaning Systems Inc., washer soap 60.00
Iowa One Call, locates 20.70
MidAmerican Energy, gas service 62.62
Overhead Door Co, door repairs 439.30
Payroll Account, salaries 6,831.79
Thirst Park, office supplies 6.00
Waste Mgmt of Iowa, garbage service 65.00
Winterset Farm & Home, weed killer 24.95
Winterset Oil Co., gasoline 1,055.07

STREET CLEANING:

Payroll Account, salaries 511.00
Trans-Iowa Equipment, sweeper repairs 60.21

SEWER UTILITY FUND

SANITARY SEWER:

Breeding Hardware, hdw supplies 133.86
Brittains Std Parts, tools 8.69
CenturyLink, phone service 239.17
Country Cycle Inc., equip repairs 159.09
CR Services, safety shirts 29.70
Hawkins Inc., chemicals 1,260.70
Hygienic Laboratory, lab testing 78.00
Iowa One Call, locates 20.70
J & L Sanitation, garbage service 520.00
Keystone Laboratories Inc., lab testing 965.88
Payroll Account, benefits 1,219.27
Payroll Account, salaries 7,498.39
Simon Welding, steel 21.84
Winterset Oil Co., gasoline 341.45

LIBRARY PROJECT FUND

LIBRARY:

Grand Homes & Renovations LLC, pay est #2 3,800.00

TAX INCREMENT FINANCING FUND

ECONOMIC DEVELOPMENT:

Grip Tite Mfg, TIF rebate 720.00
Michael K Johnson, TIF rebate 1,890.50

CITY HALL PROJECT FUND

ADMINISTRATION:

Systemworks LLC, commissioning 13,415.00

TRUST & AGENCY

POLICE:

Payroll Account, benefits 2,964.34

ADMINISTRATION:

Payroll Account, benefits 915.07

ROADWAY MAINTENANCE:

Payroll Account, benefits 1,184.64

Receipts for previous month:

General Fund -	\$628,428.53
Special Revenue Fund -	\$283,167.93
TIF Special Revenues Funds	\$457,504.12
Debt Service Funds -	\$123,422.34
Capital Project Funds -	\$0.00
Enterprise Funds -	\$110,378.64

The Mayor stated that the minutes of the May 1, 2017 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: Fletcher, Harrell, Macumber, Seaward, Stover

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.

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

AYES: Fletcher, Harrell, Macumber, Seaward, Stover

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