

City of Windsor Heights Regular Business Meeting Minutes
Monday, April 20, 2020 – 6:00 P.M. VIA Zoom

1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Burgess called the meeting to order via Zoom at 6:00 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and City Attorney Matt Brick. Consultants present: Tionna Pooler, Independent Public Advisors.
2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Skeries. Motion passed 5-0.
3. **Public Hearing:**
 - A. **2020 PCC Patching Project Public Hearing:** Motion by Loffredo to open the public hearing 6:04 PM. Seconded by Harms. Motion carried 5-0. No public comments written or oral. Dalton took questions from the council. Motion by Harms to close to the public hearing at 6:12 PM. Seconded by Mike Jones. Motion passed 5-0.
 - B. **Consideration of Resolution No. 2020-62 - A Resolution Awarding 2020 PCC Patching Project to Hawkeye Paving Corp., Bettendorf, IA for the Base Bid plus Alternate A in the Amount of \$464,210.00:** Motion Harms to approve Resolution No. 2020-62. Seconded by Loffredo. Motion passed 5-0.
 - C. **Consideration of Resolution No. 2020-63 - A Resolution Approving Construction Administration and Inspection Services for the 2020 PCC Patching Project to BMI not to Exceed \$26,529:** Motion by Harms to approve Resolution No. 2020-63. Seconded by Mike Jones. Motion passed 5-0.
4. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.
 - A. **David Swartz - July 4th Fireworks:** David Swartz, Windsor Heights Foundation spoke to council regarding 2020 fireworks due to the COVID-19 pandemic. Chief McCluskey reported that the City would be able to enter into a contract for fireworks with a full refund available should conditions not improve. Council came to the consensus to direct Chief McCluskey to pursue a fireworks contract for 2020 for consideration at the next council meeting.
5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
 - A. Approve Minutes of the Regular Council Meeting on April 6, 2020

- B. Approve Payment of Claims
- C. Approve March 2020 Financial Reports
- D. Approve Resolution No. 2020-64 - A Resolution Extending Closure of the CEC Due to COVID-19
- E. Approve Resolution No. 2020-65 - A Resolution Approving a Master Shared Use Agreement between the City of Windsor Heights and the Iowa Communications Network (ICN)

Motion by Harms to approve the consent agenda removing Item E for separate consideration. Seconded by Mike Jones. Motion passed 5-0.

Motion by Loffredo to approve Resolution No.2020-65. Seconded by Mike Jones. Motion passed 5-0.

6. Old Business

- A. Consideration of the Second Reading of Ordinance No. 20-02 - An Ordinance Amending the Code of Ordinances Relating to Nuisance Abatement Charges: Motion by Joseph Jones to approve the second reading of Ordinance No. 20-02. Seconded by Mike Jones. Motion passed 5-0.
- B. Consideration of Waiving the Third and Final Reading of Ordinance No. 20-02 and Move to Adopt: Motion by Loffredo to waive the third and final reading of Ordinance No. 20-02 and move to adopt. Seconded by Harms. Motion passed 5-0.

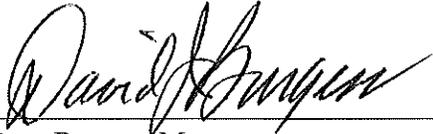
7. New Business:

- A. Consideration of Resolution No. 2020-66 - A Resolution Authorizing and Approving a Certain Loan Agreement, Providing for the Issuance of \$8,150,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2020A and Providing for the Levy of Taxes to Pay the Same: Motion by Harms to approve Resolution No. 2020-66. Seconded by Joseph Jones. Motion passed 5-0.
- B. Consideration of Resolution No. 2020-67 - A Resolution Authorizing and Approving a Certain Loan Agreement, Providing for the Issuance of \$7,500,000 General Obligation Urban Renewal Bonds, Series 2020B and Providing for the Levy of Taxes to Pay the Same: Motion by Mike Jones to approve Resolution No. 2020-67. Seconded by Harms. Motion passed 5-0.
- C. Consideration of Resolution No. 2020-68- A Resolution Approving the Plans and Specifications for the 2020 North Walnut Creek Streambank Stabilization Project and Authorize the Publication of Bids: Motion by Harms to approve Resolution No. 2020-68. Seconded by Loffredo. Motion passed 5-0.

- D. Discussion about the Citywide Garage Sale and Clean Up Events: Council came to the consensus to cancel the spring garage sales and move them to the fall. Council came to the consensus to keep the clean-up event and directed Whitney to publicize offers for Saturday pickup offered by Metro Waste in light of COVID-19.
- E. Discussion on Construction Projects and Funding Sources: Council reviewed construction project timelines and funding for 2020 projects.
- F. Discuss the Status of Filling the City Administrator Position: Council came to the consensus to move forward with advertising the city administrator position again.

8. Reports:

- A. Mayor and Council Reports and Committee Updates: Joseph Jones: DART and MPO updates. Harms: Metro Waste Updates. Mike Jones: cardboard recycling container by Colby Park is overfull and something needs to be done to keep it cleaned up or consider removing it. Interim Administrator Report: Key Consulting has finished their wage study work, Greater Des Moines Partnership small business grant program available, and there's interest in 63rd and University property.
 - B. Public Safety Report: Given
 - C. Public Works Report: Given
 - D. Communications/Recreation Coordinator Report: Given.
9. **Adjourn** to Monday, May 4, 2020 for a Regular Council Meeting Via Zoom: Motion by Harms to adjourn the meeting at 7:21 PM. Seconded by Skeries. Motion passed 5-0.



Dave Burgess, Mayor



Travis Cooke, City Clerk