

City of Windsor Heights Regular Business Meeting Minutes
Monday, May 18, 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 Erin Clanton. The pledge of allegiance was recited.
2. **Approval of the Agenda:** Motion by Harms to approve the agenda. Seconded by Skeries. Motion passed 5-0.
3. **Public Hearing(s):**
 - A. Walnut Creek Bank Stabilization Project Public Hearing: Motion by Harms to open the public hearing at 6:02 PM. Seconded by Mike Jones. Motion passed 5-0. No comments written or oral. Motion by Mike Jones to close the public hearing at 6:03 PM. Seconded by Joseph Jones. Motion passed 5-0.
 - B. Resolution No. 2020-72 - A Resolution Awarding a Contract for the Walnut Creek Bank Stabilization Project to Dave's Dozing in the Amount of \$76,700.00: Motion by Mike Jones to approve Resolution No. 2020-72. Seconded by Joseph Jones. Motion passed 5-0.
 - C. FY 2019-2020 Budget Amendment Public Hearing: Motion by Harms to open the public hearing at 6:08 PM. Seconded by Skeries. No comments written or oral. Motion by Harms to close the public hearing at 6:09 PM. Seconded by Joseph Jones. Motion passed 5-0.
 - D. Resolution No. 2020-73 - A Resolution Amending the Annual Budget for the Fiscal Year Ending June 30, 2020 for the City of Windsor Heights, Iowa: Motion by Harms to approve Resolution No. 2020-73. Seconded by Joseph Jones. Motion passed 5-0.
4. **Public Forum:** None.
5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
 - A. Approve Minutes of the Regular Council Meeting on May 4, 2020
 - B. Approve Payment of Claims
 - C. Approve April 2020 Financial Reports

- D. Approve Resolution No. 2020-74 A Resolution Extending Closure of the CEC Due to Covid-19

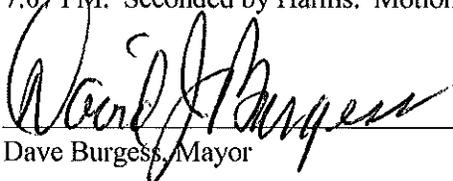
Motion by Harms to approve the consent agenda. Seconded by Joseph Jones. Motion passed 5-0.

6. **New Business:**

- A. Review and Consider Motion to Approve Revised Job Descriptions: Motion by Loffredo to approve the revised job descriptions. Seconded by Mike Jones. Council did not come to a consensus on the job descriptions and wanted to discuss them in more detail at a council work session. Loffredo withdrew his motion. Mike Jones withdrew his second. Motion by Mike Jones to table consideration of the job descriptions to a future meeting. Seconded by Skeries. Motion passed 5-0.
- B. Consideration of Resolution No. 2020-75 - Resolution Providing for Notice of Hearing on Proposed Amendment to the Revitalization Plan for the Windsor Heights Urban Revitalization Area: Motion by Harms to approve Resolution No. 2020-75. Seconded by Skeries. Motion passed 5-0.
- C. Consideration of Change Order No. 1 - College Drive Project: Motion by Loffredo to approve Change Order No. 1-College Dr. Seconded by Mike Jones. Motion passed 5-0.
- D. Consideration of Pay Request No. 1 for College Drive in the Amount of \$103,873.83: Motion by Harms to approve Pay Request No. 1 for College Dr. Seconded by Loffredo. Motion passed 5-0.
- E. Consideration of Pay Request No. 1 for 69th Street in the Amount of \$138,984.53: Motion by Loffredo to approve Pay Request No. 1 for 69th St. Seconded by Harms. Motion passed 5-0.

7. **Reports:** Skeries thanked Mark for assistance with helping a business owner apply for the DSM Partnership grant. Harms will be attending the Metro Waste meeting on Wednesday. Mark reported the following: Worker's Comp Rates are going down by a significant amount; 18 city admin resumes have been submitted; work on Allison Dr. will start this week; Doodle poll to go out to find a time for a council work session; and schedule updates.

8. **Adjourn:** Motion by Joseph Jones to adjourn the meeting at 7:07 PM. Seconded by Harms. Motion passed 5-0.


Dave Burgess, Mayor


Travis Cooke, City Clerk