

City of Windsor Heights Regular Business Meeting Minutes
Tuesday, September 3, 2019 – 6:00 P.M. Council Chambers

1. **Call to Order:** Mayor Burgess called the meeting to order at 6:00 P.M.
Council members present: Zachary Bales-Henry, Joseph Jones (via teleconference), Mike Loffredo, Mike Jones, and Threase Harms.
Staff present: Interim City Administrator Mark Arentsen, City Clerk Travis Cooke, Public Safety Director/Police Chief Chad McCluskey, Public Works Director Dalton Jacobus, City Attorney Erin Clanton, and City Engineer Justin Ernst.
2. **Pledge of Allegiance:** Pledge of Allegiance was recited.
3. **Approval of the Agenda:** Motion by Mike Jones to approve the agenda. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
4. **Public Comment:** None.
5. **Consent Agenda:**
 - A. **Approve Minutes of the Regular Council Meeting on August 19, 2019**
 - B. **Approve Minutes of the Council Work Session Meeting on August 20, 2019**
 - C. **Approve Minutes of the Council Work Session Meeting on August 26, 2019**
 - D. **Approve Payment of Cash Disbursements**
 - E. **Approve Paramedic Training Reimbursement Agreement**
Motion by Mike Jones to approve the consent agenda. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
6. **Old Business:**
 - A. **Discussion and Appropriate Follow Up on Resolution No. 19-0901 – A Resolution Approving City Hall Staffing Reorganization:** Motion by Bales-Henry to approve Resolution No. 19-0901. Seconded by Joseph Jones. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – nay. Motion passed 4-1.
 - B. **Discussion and Appropriate Follow Up on Resolution No. 19-0902 – A Resolution Approving Custom City Newsletter:** Motion by Joseph Jones to consider Resolution No. 19-0902. Seconded by Bales-Henry. Roll call vote: Harms – aye, Mike Jones – nay, Loffredo – nay, Joseph Jones – aye, and Bales-Henry – nay. Motion failed 2-3. John Thompson 6300 School St. #222, spoke in opposition to the newsletter.
 - C. **Discussion and Appropriate Follow Up on Resolution No. 19-0903 – A Resolution Adopting Governing Body Rules of Procedure:** Motion by Loffredo to approve Resolution No. 19-0903. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
7. **New Business:**
 - A. **Set Public Hearing for Ordinance No. 19-07 - An Ordinance Amending the Official Zoning Map of the City of Windsor Heights, Iowa:** Motion by Mike Jones to set the public hearing for September 16, 2019 at 6:00 PM. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
 - B. **Discussion and Appropriate Follow Up on Deer Feeding Ordinance:** Alison Anastasio, 1821 80th St., spoke in opposition to feeding deer. Andy Kellner, Iowa DNR Wildlife Biologist spoke to the health and habitat issues that come with feeding deer in an urban setting. Motion by Mike Jones to approve the draft ordinance and set the public hearing for September 16, 2019 at 6:00 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
 - C. **Discussion and Appropriate Follow Up on Urban Deer Management Zone Ordinance:** Mike Grossman, 7817 Marilyn Dr., spoke in favor of allowing deer hunting in the city. After due consideration and discussion council came to the consensus to move forward with the ordinance and instructed staff on revisions they would like in the final ordinance before setting the public hearing.
 - D. **Discussion and Appropriate Follow Up on Resolution No. 19-0904– A Resolution Authorizing the Sale of Surplus Police Vehicle:** Motion by Loffredo to approve Resolution No. 19-0904. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
8. **Reports:**
 - A. **Mayor and Council Reports and Committee Updates**
Mayor Burgess – None.
Bales-Henry – None.
Loffredo – Participation in Catch Des Moines event.
Joseph Jones – None.
Mike Jones – None.

Harms – Metro Waste went forward with plans to construct the MRF and terminate its recycling contract. 63rd St. crossing and shared communications (radio) on the next public safety committee agenda. Cardboard drop off site is a success and one of three in the Metro.

B. Interim City Administrator Report

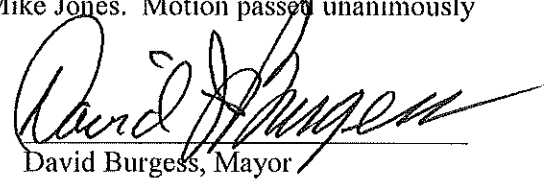
Continuing work with Windsor Heights Presbyterian Church property redevelopment. Will start signing off on all bills this week. Worked out an agreement with Dr. Clair on the City Hall roof project.

C. City Clerk Report

Implemented receipts management software to make deposit process more efficient. Looking into agenda management software through Civic Plus. Will start providing a spreadsheet breaking down credit card transactions. Presented the LOSST monthly revenue breakdown from the state.

9. Adjourn to 6:00 pm on Monday, September 16, 2019 for a Regular Council Meeting at the Council Chambers.

Motion by Loffredo to adjourn the meeting at 7:45 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.



David Burgess, Mayor



Attest: Travis Cooke, City Clerk