

February 1, 2010
CITY OF WINDSOR HEIGHTS
REGULAR BUSINESS MEETING MINUTES
6:00 P.M. – Council Chambers
Unabridged version

Item 1: Roll Call

Mayor Sullivan called meeting to order at 6:00 p.m. Council present: Charlene Butz, Diana Willits David Jenison, Betty Glover, and Steve Peterson. City Administrator Marketa George Oliver, Chief Gary Walters, Community Services Director Josh Heggen, Fire Chief Cross and City Attorney Matt Brick present.

Item 2: Approval of the Agenda - Roll Call 026

Mayor Sullivan noted a substitute resolution had been provided for item 11. Peterson moved Willits seconded approval. Voice vote passed unanimously.

Item 3: Good of the Order

Mayor Sullivan noted the All American City quilt hanging up in the Council Chambers. He said a special thanks to Sandy Davidson, who made the quilt square for the City of Windsor Heights.

Item 4: Approval of the minutes - Roll Call 027

Oliver noted that an updated version of the 1-18-10 unabridged minutes had been handed out. Butz moved Glover seconded approval of the January 16, 2010 and January 18th both published and unabridged versions.. Voice vote passed unanimously.

Item 5: Public Comment

Betty Koepsel, 2250 70th Street, suggested the city require voter approval for any bond amount over \$500,000. Janet Fletcher, 2237 70th Street, suggested that the building at 6322 Hickman Road would make a great location for a fire station/city hall.

Item 6: Consent Agenda - Roll Calls 28-33

Butz voice her concern regarding item F and the ease of use of the document. She noted that it wasn't easily added up and understood by her or anyone else. Oliver noted that it is confusing and could be done better. The council deferred on that item until a more transparent, easier to understand format could be produced. Jenison moved Willits seconded approval of: Set date of public hearing for the FY 2010 City Budget for March 1st, 2010 at 6:00 p.m. (presentation and discussion to happen during the February 15th Council Meeting), Approval of appointment of Joseph Jones to the Sister Cities Commission, Receive and file the Windsor Heights Strategic Planning January 16, 2010 Final Report, Receive and file road projects submitted to the DOT for Economic Stimulus funds, December fire report and Claims and Payroll Voice vote passed unanimously.

Item 7: Approval of liquor license requests for Ridgemont: Roll Call 34

Sullivan asked Chief Walters if there were any issues with this establishment and the Chief responded he had no concerns. Peterson move approval, Willits seconded approval. Voice vote passed unanimously.

Item 8: Consideration of Resolution 10-0201/35 Disposing of Surplus Equipment. Roll Call 35 Oliver noted the office equipment is from the recently purchased buildings up on Hickman Road. She said a used office furniture store was going to look at the items, and what they did not want, the rest will be sold. The other equipment came from the Police Department. Heggen noted that the computers listed were really old, from 2000-2002. Kathy Witkovski, 1621 68th Street, reminded the city that this type of equipment cannot be thrown away in the garbage; that it must be properly disposed of. Oliver assured her it would be. Peterson wanted to make sure Windsor Heights' residents had the opportunity to purchase the equipment prior to offering it to a used furniture store. Glover moved approval, Willits Seconded. Roll Call vote passed unanimously.

Item 9: Consideration of Resolution 10-0201/36 to Appoint Representatives to the Polk County Emergency Management Commission. Roll Call 36

Butz moved approval, Willits seconded to appoint Chief Walters as the primary and Chief Cross as the secondary. Roll Call vote passed unanimously.

Item 10: Consideration of a resolution 10-0201/37 approving a request for proposals for watershed assessment. (This is mandated by the National Pollutant Discharge Elimination System and required by the Department of Natural Resources for the City's stormwater program.) Roll Call 37

Butz moved approval, Peterson Seconded. Kathy Witkovski, 1621 68th Street, noted this is really a good start for the city to deal with its stormwater problems. Glover said this is the responsibility of Windsor Heights and it is long overdue. Roll Call vote passed unanimously.

Item 11: Consideration of resolution 10-0201/38 approving a final plat for the property located at 2004 63rd Street. Roll Call 38

Willits moved approval, Peterson Seconded. Roll Call vote passed unanimously.

Item 12. Discussion and possible consideration of resolution 10-0201/39 accepting agreement with the Institute for Social and Behavioral Research to perform services related to the periodic citizen survey in the amount of \$6,045. Roll Call 39

Willits asked if some of the items from the strategic priorities document is in the survey, including burying power lines and green initiatives. Oliver noted some of those items were included. Cindy Chamberlin, 1540 68th St, asked if the survey could be put in the Windsor Heights Living Magazine or water bill so everyone would get a chance to answer the survey. Willits said the city used to do it that way, but switched to a phone interview to make it more scientific. Peterson noted the last survey had results from 354 people, Willits moved approval, Peterson Seconded. Roll Call vote passed with Butz, Peterson and Willits voting yes. Glover and Jenison voted no.

Item 13. Consideration of an ordinance 10-01 amending the 2010 Code of Ordinances for the City of Windsor Heights, Iowa by creating a schedule of administrative penalties for Industrial Pretreatment Violations Relating to Regulation of Fat, Oil and Grease Discharge by Food Service Establishments.

Roll Call 40 Peterson moved approval of the first reading, Willits Seconded. Roll Call vote passed unanimously.

Roll Call 41 Peterson moved approval of the second reading, Jenison Seconded. Roll Call vote passed unanimously.

Roll Call 42 Peterson moved approval of the third reading, Willits Seconded. Roll Call vote passed unanimously.

Item 14. Consideration of an ordinance 10-02 amending the 2010 Code of Ordinances for the City of Windsor Heights, Iowa by creating a schedule of administrative penalties for Industrial Pretreatment Violations Relating to Regulation of Hauled Waste.

Roll Call 43 Peterson moved approval of the first reading, Butz Seconded. Roll Call vote passed unanimously.

Roll Call 44 Peterson moved approval of the second reading, Glover Seconded. Roll Call vote passed unanimously.

Roll Call 45 Peterson moved approval of the third reading, Willits Seconded. Roll Call vote passed unanimously

Item 15. Consideration of an ordinance 10-03 to amend frequency for compensation for various positions. (This item makes no adjustment to any compensation. It simply removes an antiquated reference to “quarterly payments.”)

Roll Call 46 Willits moved approval of the first reading, Butz Seconded. Roll Call vote passed unanimously.

Roll Call 47 Peterson moved approval of the second reading, Jenison Seconded. Roll Call vote passed unanimously.

Roll Call 48 Peterson moved approval of the third reading, Jenison Seconded. Roll Call vote passed unanimously

Item 16 Staff updates:

Chief Chris Cross presented the council his monthly report and took questions from the council.

Item 17: Council member comments:

Jenison asked if we have a private company contracted to make website updates. Oliver noted we just pay a fee to host the website, and any technical changes are done via a contract price with the said company. Peterson noted during the last MWA meeting, they said WH was the 1st in terms of recyclable weight per container for the month.

Item 18: Mayor’s inquiries.

None.

Item 19: Adjournment to closed session pursuant to 21.5c (litigation) of the Code of Iowa

Roll Call 49

Willits moved to adjourn into closed session, Jenison seconded approval. Roll call vote passed unanimously.

The meeting closed at 5:55 pm.

The meeting resumed normal session at 7:15 p.m.

Item 14: Adjournment - Roll Call 50

Peterson moved Butz seconded to adjourn at 7:15 p.m. to 6:00 p.m. on February 15th, 2010. Roll call vote passed unanimously.

Jerry Sullivan, Mayor

ATTEST:

Marketa George Oliver, City Administrator/Clerk