

March 22, 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, David Jenison, Betty Glover, and Steve Peterson. Council Member Diana Willits Absent. City Administrator Marketa George Oliver, City Treasurer Colleen Pingrey, Chief Gary Walters, Public Works Director Jason VanAusdall, Community Services Director Josh Heggen, Fire Chief Cross and City Attorney Matt Brick present.

Item 2: Approval of the Agenda - Roll Call 082

Peterson moved Glover seconded approval with revised minutes. Voice vote passed unanimously.

Item 3: Good of the Order

Mayor Sullivan read a proclamation and thanked Colleen Pingrey for her years of service to the city as the City Treasurer.

Mayor Sullivan opened a public meeting at 6:04 pm on the budget amendment. Oliver noted she had received not written or oral comments. No one present wished to speak. Sullivan closed the public meeting at 6:04 pm.

Item 4: Approval of the minutes - Roll Call 083

Oliver noted there were revised unabridged minutes at the dais. Butz noted she would like to see changes to the February 27th meeting minutes, noting that she did not know about the plan to have Dennis McDaniel replace Gary Walters when he retired. The minutes make it sound like she simply forgot about it. Peterson moved Glover seconded approval of the February 27th both published and unabridged versions, with changes and the March 1st, both published and unabridged versions. Voice vote passed unanimously.

Item 5: Public Comment

John Thompson, 6300 School St, #222, made a request that all claims and payroll be printed on the council agendas handed out at each meeting. He also noted his objection to the city spending \$7,900 on fireworks on July 4th, he believes that money could be spent better supporting our guard family members. Melanie Hansman, 6605 Lincoln Ave, noted the cage gate at Budget Storage looks like it was damaged and needs fixed. She also stated she had taken the city's survey and she thinks some of the questions are biased. She asked the council to be sure to review the questions every year and make changes. Oliver noted that the questions were originally developed by the Institute for Behavioral Research at Iowa State and some of the questions had been reviewed with citizen input. The goal is to keep certain questions as a baseline and then change some of the questions that reflect current issues or projects. The Council had reviewed the questions prior to sending them the IBR for the survey. Jerry Reno, 7060 El Rancho, thanked Walters for everything he has done as Police Chief. He also thanked all city staff for everything they do.

Item 6: Consent Agenda - Roll Calls 84-87

Peterson moved Jenison seconded approval with removal of item (e) of: (Receive and file the FY 2009 Continuing Disclosure Report, February Public Works Report, February Police Report, and February Fire Report. Voice vote passed unanimously.

Item 7: Consideration of Resolution 10-0322-88 Confirming Appointment of Carrie Brannen as the Chief Financial Officer and Appointing Brannen as Treasurer for the City of Windsor Heights. Roll Call 88

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

Item 8: Consideration of a resolution 10-0322-89 approving a proposal from J&M Displays for 4th of July Fireworks in an amount not to exceed \$7,900. Roll Call 89

Peterson moved approval, Jenison seconded approval. Butz noted she understands John Thompson's concerns expressed earlier in the meeting, but there has been an outcry from citizens who do not want to change the parade or fireworks on July 4th. Roll Call vote passed unanimously.

Item 9: Consideration of a resolution 10-0322-90 approving an updated Seasonal Laborer job description and payscale.

Peterson moved approval, Jenison seconded approval. Butz said she would like to see more specific language be added to the job description noting that someone with a horticultural degree be preferred. Jerry Reno, 7060 El Rancho, noted the city has several master gardeners who could probably help supervise. Sandy Sydness, 2012 66th St, noted she belongs to Keep Windsor Heights Beautiful and they would love to help. She also thanked Jason for coming to their meetings. The changes suggested by Council Member Butz were accepted by both Council Member Peterson and Jenison. Roll Call vote passed unanimously.

Item 10: Consideration of a Resolution 10-0322-91 Authorizing the City Administrator to submit a grant application to the Iowa Finance Authority for the small community Water Quality Fund I-Jobs Grant. Roll Call 091

Peterson moved Butz seconded approval. Roll call vote passed unanimously.

Item 11: Discussion and possible Consideration of an Ordinance Amending the 2010 Code of Ordinances for the City of Windsor Heights, Iowa by making changes to chapter 172: Stormwater Drainage Utility. Roll Call 092

Peterson moved Butz seconded approval of the first reading. Roll call vote passed unanimously.

Roll Call 093 Peterson moved Jenison seconded approval of the second reading. Roll call vote passed unanimously.

Roll Call 094 Peterson moved Butz seconded approval of the final reading. Roll call vote passed unanimously.

Item 12: Discussion and possible Consideration of an ordinance making changes to Chapter 155: Building Code. (The changes are to require a fence permit.) Roll Call 095

Roll Call 095 Peterson moved Butz seconded approval first reading. Roll call vote passed unanimously.

Roll Call 096 Peterson moved Jenison seconded approval second reading. Roll call vote passed unanimously.

Peterson moved Glover seconded final reading. Donna Markley, 6407 University, stated she didn't believe that ordinances should be passed on three readings that it made it very difficult for people to read about a proposed ordinance and make comments, if it is passed at one meeting. Peterson withdrew his motion and Glover withdrew her second, in response to these concerns.

Item 13: Presentation of the City's Illicit Discharge Detection and Elimination Program. Dave Breese, City Inspector, went over the program with the Council.

Item 14: Discussion regarding voting locations in Windsor Heights. Oliver noted that Peterson had the idea of having only one voting location in Windsor Heights. Jenison thought it was a great idea. Olive contacted the County Elections Office who can make that happen. Oliver simply needs direction from the council and the county auditor will make the changes. There was consensus to make those changes.

Item 15: Staff updates:

Heggen noted that the city had received Energy Efficiency Block Grants for several different projects. The City of Windsor Heights was funded to replace traffic lights with LED lighting; a complete lighting retrofit for City Hall and Public Works buildings; new fire bay doors; funding to train the City Inspector in the new energy efficiency buildings codes and funding for a complete study of City Hall to see how we can make it as energy efficient as possible; and funding to develop a comprehensive sustainability plan with performance measures. In its adopted 2010 Strategic Priorities, the City Council included developing green initiatives/community sustainability plan. Also, as part of the City's on-going focus on best practices, the EECEBG grants enhance the City's long-term energy efficiency, reducing costs while promoting sustainability. The total grant funding to the City is \$42,603.05.

Item 16: Council member comments:

Peterson noted that Windsor Heights was 4th in weight per household and 6th in participation in the single stream recycling program. Jenison asked when the council will discuss the city's travel policy. Oliver said that Policy, Admin and finance will discuss during its next meeting. It was on the schedule for last month's meeting, but that had been taken up by interviews for the new Chief Financial Officer.

Item 17: Mayor's inquiries.

Mayor Sullivan thanked Pingrey again for her service.

Item 18: Adjournment to closed session pursuant to 21.5c (litigation) of the Code of Iowa. Roll Call 97

Peterson moved approval, Glover seconded to go into closed session at 7:01 pm. Roll Call vote passed unanimously.

Item 19: Adjournment - Roll Call 98

Butz moved Jenison seconded to adjourn at 7:35 p.m. to 6:00 p.m. on April 5th, 2010. Roll call vote passed unanimously.

Jerry Sullivan, Mayor

ATTEST:

Marketa George Oliver, City Administrator/Clerk