

December 19, 2011
CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
6:00 p.m. City Hall
Unabridged version

Item 1: Call to order.

Mayor Sullivan called the meeting to order at 6:00 p.m. Council present: Steve Peterson, Charlene Butz, David Jenison, Diana Willits and Betty Glover. Staff present included City Administrator Marketa George Oliver, Police Chief Dennis McDaniel, Public Works Director Jason VanAusdall, Community Services Director Josh Heggen, Fire Chief Christopher Cross and Assistant City Attorney Erin Clanton.

Item 2: Approval of the agenda - Roll Call 314

Jenison moved approval with updated lettering to item 6. Butz seconded approval of the agenda. Voice vote passed unanimously.

Item 3: Good of the Order.

Mayor Sullivan read and acknowledged the winners of the Holiday Lighting Contest that the Windsor Heights Foundation sponsors, winners included:

District 1 winner: Rick and Roxanne Ludwig, 7711 Marilyn Drive

District 2: Donald and Anita Schwenneker, 7212 Wilshire Boulevard

District 3: Jamie Spellman, 2026 64th Street

District 4: Raul A. DeAnda, 1521 68th Street

District 5: Ryan and Mollie Martens, 6803 Forest Court

District 6: Darren and Dena Fife, 1007 68th Street

In recognition of an exceptional effort by Fred and Peggy Frye, 1233 70th St., the Foundation Board has named their “gingerbread house” Best of All.

Another special recognition goes to Michael and Linda Faber, 7004 Bellaire Ave., for their beautifully lighted huge evergreen on the corner of Bellaire and 70th St.

Item 4: Approval of the Minutes - Roll Call 315

Butz moved approval of the December 5th published and unabridged minutes with the correct spelling of Sandie and Colvig. She also noted Sandie Sydnes asked that something be done at the next meeting to honor Councilmember Peterson’s service. Glover seconded. Voice vote passed unanimously.

Item 5: Public Comment

John Thompson, 6300 School Street #222, noted some things he thinks that could be done with other cities and the Department Of Transportation (DOT) instead of traffic camera's, including cutting the speed to 55, the embargo of semi truck traffic from 6 a.m. to 6 p.m., lighted signals to get onto the interstate and more informational board along the interstate. He said he would like to see the council take an adversary position towards the Iowa DOT. Dennis O'Brien, 6826 Del Matro, asked for a clarification on the radio communications problem mentioned during the traffic safety presentation. Chief McDaniel, noted it is a problem that is getting worked on and hopefully fixed. Chief Cross said Polk County is working on purchasing new radios and an upgraded more advanced system. Right now, police and fire cannot talk to each other over radios. O'Brien said he was shocked to learn they cannot communicate with each other. Cross said the upgraded system is a mandate from the Federal Government because of that problem which was highlighted during the response to the 9-11 attacks. E-911 funds are being used to purchase new hardware.

Item 6: Approval of the Consent Agenda. Roll Call 316-324

Jenison asked that item 6g be discussed later. Glover moved approval with those changes, Jenison seconded approval of receiving and filing the 2011 State Annual Financial Report, 2011 Audit, 2011 TIF Certification, and 2011 City Council election results, Appointments to the Des Moines Area Metropolitan Planning Organization, Appointment of City Treasurer, Board of Adjustment Appointments, November Clerk and Investment Report and Claims and Payroll. Voice vote passed unanimously.

Item 7: Consideration of Resolution to Appoint Representatives and Alternative to the Polk County Emergency Management Commission. Roll Call 325

Glover moved approval, Butz seconded. Roll call vote passed unanimously.

Item 8: Discussion and consideration of adoption of the 2012 State Legislative Priorities. Roll Call 326

Peterson moved approval, Willits seconded. Roll call vote passed unanimously.

Item 9. Consideration of a resolution adopting revisions to the Personnel Policies Manual for the City of Windsor Heights related to deferred compensation, pay changes for temporary assignments and clothing allowance for Public Works Employees. Roll call 327

Butz asked if there was a clothing allowance before. Peterson said it was a budget line item. Oliver said this resolution limits the dollar amount per person, which was not in the policy before. The purpose of the policy is to save money and make employees take ownership in their safety clothing and equipment. Glover moved approval, Peterson seconded. Roll call vote passed unanimously.

Item 10. Consideration of a resolution approving a revised Administrative Policy regarding credit card usage. Roll Call 328

Kruse noted that sometime restaurants automatically add gratuity above what the policy allows, particularly when there is a large group, this would fix that problem. Butz moved approval, Willits seconded. Roll call vote passed unanimously.

Item 11. Consideration Resolution approving a 28E Agreement with the City of Urbandale for crossing guard services. Roll Call 329

Betty Koepsel asked where the shared crossing guard is located. Oliver said Hickman and 73rd Street. Willits moved approval, Jenison seconded. Roll call vote passed unanimously.

Item 6(h) Confirmation of appointments to the Metro Waste Authority. Roll Call 329

Jenison asked what the process is for selecting people to serve on outside committees. Sullivan explained that typically they have a primary and secondary appointment with the secondary appointment taking over once the primary no longer serves. Jenison asked if the council committees are typically evenly divided. Sullivan said he sits down with each member to see what they are interested in serving on. Butz said it seems that Willits serves on a lot of things. Sullivan said as the Mayor Pro Tem, she is just on more committees. Willits said she is happy to give up special events. She continued and said she is on one outside committee and that MACLAC is open to all council members. Butz said she was interested in another committee but was rejected. Jenison asked if these appointments could be revisited during the next meeting. Butz asked Willits what committees she had been on. Willits listed the different committees on which she had served. Glover asked if anyone needs to be on special events. Oliver said that the Parks and Special Events Committee is needed, especially to review the budget. Peterson moved approval, Willits seconded. Voice vote passed with Peterson, Willits, Butz and Jenison voting yes. Glover voted no.

Item 12. Staff Updates

Chief McDaniel noted the Police Department is receiving an award for the National Night Out Activities from the National Association of Town Watches. Chief Cross said Santa Day went well this year. He also said that graduation for new members will be January 4th at 7 p.m.

Item 13. Council Updates

Mayor Sullivan read a proclamation of appreciation for Steve Peterson for his years of service to Windsor Heights. Jenison thanked Chief McDaniel for the traffic safety meeting. He told Peterson it was a pleasure working with him and he looked forward to working with him in the future. Willits thanked Peterson for all the work he did, especially on the ball park and the dog park he championed. Glover congratulated Chief McDaniel for the award and wished Peterson all the best. Peterson thanked McDaniel for the forum. Peterson reflected on his time as council member and everything that was accomplished. He said his fondest memories are of all the people and staff he gotten to know and appreciate. He said Windsor Heights' staff is second to none and the management team is outstanding. He wishes the city to stay on the path of continues improvement.

Item 14: Mayor Inquiries:

Sullivan noted that city hall will be closed on December 23rd and 26th and January 2nd. He also noted with conflicts in the schedule and the Iowa Caucus, that the next meeting would be January 16th.

Item 15: Adjournment - Roll Call 330

Peterson moved Butz seconded to adjourn at 6:47 p.m. to January 16, 2011 for the regularly scheduled meeting of the City Council. Voice vote passed unanimously.

Jerry Sullivan, Mayor

ATTEST:

Marketa George Oliver, City Administrator/Clerk