CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
June 17, 2013 - 6:00 p.m. City Hall - Publication version

RC=Roll Call Vote
Mayor Sullivan called the meeting to order at 6:00 p.m. Council present: Diana Willits, Charlene Butz, David Jenison, Betty Glover and Dave Burgess.

Approval of the Agenda
Council Member Burgess moved approval, Council Member Willits seconded approval of the agenda. Voice vote passed unanimously.

Good of the Order-No report

Approval of Minutes
Council Member Glover moved to approve the June 3rd minutes, Council Member Willits seconded approval of minutes. Voice vote passed unanimously.

Public Comment
Jolene Goodman with the Windsor Heights Living Magazine was on hand to present and discuss the magazine and why the City should consider keeping their business with the magazine. Council Member Jenison asked where they get their ideas for Windsor Heights Articles. Jolene responded that they slate the covers at the beginning of the year. There's also an email in every page for the editor so comments and suggestions can be gathered for new stories and articles. Jolene then mentioned she would like to bring in her editor and publisher to brainstorm ideas for cover stories and articles.

Approval of the Consent Agenda
Council Member Burgess moved to approve, Council Member Butz seconded approval for Claims & Payroll and the May 2013 Clerk & Investment Report.

Presentation by the American Lung Association regarding tobacco free policy in City parks
Emily Smid was on hand to present the Tobacco Free Parks Program and to ask the City to consider implementing the policy in Windsor Heights Parks. PowerPoint slides and handouts are available at City Hall or by contacting the American Lung Association.

Consideration of New Class B Liquor License Request
Council Member Jenison moved to approve, Council Member Glover seconded approval. Voice vote passed unanimously.

Consideration of New Class C Liquor License Request
Council Member Glover moved to approve, Council Member Willits seconded approval. Voice vote passed unanimously.

Presentation and acceptance of the 2013 Citizen of the Year
The 2013 Citizens of the Year are Bart and Peggy Warford. Council Member Glover moved to approve, Council Member Willits seconded approval. Mayor Sullivan thanked the Warfords for their many years of service to the Windsor Heights community. RC Vote passed unanimously.

Consideration of Resolution 13-0640 approving nominees for DART commissioner and alternate
Council Member Willits moved to approve the resolution, Council Member Jenison seconded. Council Member Butz asked why the nominee was not a council member. Mayor Sullivan said other communities have representatives on the commission that are not elected officials and this recommendation is coming down from the West Des Moines, Windsor Heights and Clive Mayors. RC Vote passed unanimously.

Consideration of Resolution 13-0641 approving Windsor Heights early retirement incentive
Council Member Burgess moved to approve the resolution, Council Member Willits seconded. CA Fiegenschuh reminded the council this plan has potential savings of $39,000-$69,000 annually and based on the parameters will

only affect Public Works. If any employees take advantage of the plan, they will not be replaced. RC Vote passed unanimously.

Consideration of Resolution 13-0642 authorizing the execution of an agreement with Jasper Construction in the amount of $472,519.60
Council Member Butz asked about other projects Jasper Construction has worked on. City Administrator Jeff Fiegenschuh didn't know of any other projects. Fiegenschuh said there have been problems with another bidder but the engineer said Jasper Construction is a good company. Fiegenschuh will do his due diligence to monitor and make sure there are not any excessive change orders. City Attorney Brick reminded the council that IA Laws requires the lowest responsible bidder be accepted and that the City really can't do reference checks. He said this is an issue the IA League continues working on (giving more flexibility to local government when accepting bids). Council Member Willits moved to approve the resolution, Council Member Jenison seconded. RC Vote: Yes- Butz, Willits, Glover, Jenison, No- Burgess.

Consideration of Ordinance 13-06 revising parking regulation and authorization to enforce primarily subchapter 60.10, as well as offering additional clarification to fire lane violations and authority to enforce
Council Member Jenison moved to approve, Council Member Butz seconded approval. RC Vote passed unanimously. Council Member Willits moved for final approval by waiving the third reading, Council Member Jenison seconded approval. Council Member Butz asked what the need to waive the third reading was. Council Member Jenison said there is numerous compliance issues that need addressed and by passing the ordinance now, staff will have more ways to ensure the violations are addressed in a timely manner. RC Vote passed unanimously.

Administrator Updates
City Administrator Jeff Fiegenschuh asked the Council who they wanted to appoint to the Metro Help Board. It was decided the CA should continue serving on the board. The Council asked Fiegenschuh to place this item on the next agenda. Fiegenschuh reminded the Council that he will be at the ICMA annual conference and won't be able to attend the IA League of Cities event and if there is any interest in attending members should contact him.

Council Member Comments- Butz (No report), Jenison (Special Events has Movies in the Park), Willits (Special Events- 4th of July parade starts at 1:00pm), Glover (No report), Burgess (Asked the Register what it would take to get more stories on Windsor Heights).

Mayor's Inquires- Jeff thanked Janet with the Des Moines Register for the Sustainability Ordinance article.

Adjourn to 6:00pm on July 1, 2013 for the regular meeting of the City Council.
Council Member Jenison moved and Council Member Butz seconded. Voice vote passed unanimously.

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Jerry Sullivan, Mayor

ATTEST:

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Jeffrey Allen Fiegenschuh, City Administrator/Clerk