

CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
April 7, 2014 - 6:00 p.m. City Hall - Publication version

RC=Roll Call Vote

Mayor Willits called the meeting to order at 6:00 p.m. Council present: Steve Peterson, Charlene Butz, Betty Glover, Dave Burgess, and Tony Timm.

Approval of the Agenda

Council Member Peterson moved approval, Council Member Burgess seconded approval of the agenda with the Clerk & Investment Report being tabled to the April 21st Council meeting. Voice vote passed unanimously.

Good of the Order- The Arbor Day Proclamation was presented. Debbie Fisher with the Polk County Housing Trust Fund presented about affordable housing month and Mayor Willits read a proclamation supporting affordable housing month. Police Chief Dennis McDaniel introduced the new Police Officer, Natalie Gillett, to the City Council. The Council welcomed Ms. Gillett to the community.

Public hearing to take comments and concerns regarding FY 14 Budget Amendment

Council Member Butz made a motion to open the public hearing. Council Member Glover seconded. RC Vote passed unanimously. The public hearing convened at 6:13 PM. CA Fiegenschuh explained the reasons for the budget amendment included the street project, several inter fund transfers related to the sale of the 63rd and Hickman property, the purchase of the new administration building and other misc items there were under budgeted for last year. Hearing no comments from the public, Council Member Burgess motioned to close the public hearing. Council Member Butz seconded. RC Vote passed unanimously. The public hearing was closed at 6:17 PM.

Approval of Minutes

Council Member Glover moved to approve the March 10, 2014 minutes, Council Member Butz seconded approval of the minutes. Voice vote passed unanimously.

Public Comment

Windsor Heights Resident Bill Bishop is concerned about handicap issues at the two-way stop located at 69th and Washington Street.

Windsor Heights Resident Sylvia Ownes thanked the City for offering the sustainability series and that it's very informational.

Approval of the Consent Agenda

Council Member Peterson moved to approve, Council Member Butz seconded approval of tobacco permit for Ridgemont and Claims & Payroll. Voice vote passed unanimously.

Gender Equity on Boards and Commissions Presentation

Florine Swanson, Vision 2020 delegate for the State of Iowa, presented Windsor Heights an award for being one of three cities in Polk County to meet state requirements.

Presentation and filing of the Windsor Heights Police Department 2013 Annual Report

Police Chief Dennis McDaniel presented his annual year-end snap shot of the Police Department.

Consideration of Class E Liquor License Renewal Request- Hy-Vee

Council Member Burgess moved to approve, Council Member Timm seconded. RC Vote passed unanimously.

Consideration of Resolution 14-0411 authorizing updates to the City of Windsor Heights employee policy manual

CA Fiegenschuh went through the updated changes to the policy manual and took questions from the City Council. Council Member Glover moved to approve, Council Member Peterson seconded. RC Vote passed unanimously.

Consideration of Resolution 14-0412 appointing a member and alternate member to the Polk County Emergency Management Commission

Council Member Peterson moved to approve, Council Member Butz seconded. RC Vote passed unanimously.

Consideration of Resolution 14-0413 approving FY 14 budget amendment

Council Member Burgess moved to approve, Council Member Glover seconded. RC Vote passed unanimously.

Consideration of Resolution 14-0414 authorizing a contract with Iowa Codification in an amount not to exceed \$6,600 for code book recodification services

Council Member Glover moved to approve, Council Member Burgess seconded. RC Vote passed unanimously.

Consideration of Resolution 14-0415 fixing a date for a meeting on the authorization of a loan agreement and the issuance of not to exceed \$325,000 capital loan notes, series 2014, of Windsor Heights, Iowa, and for providing for publication of notice thereof

CA Fiegenschuh explained that the resolution sets a public hearing on the issue for April 21 at 6:00PM. Council Member Butz moved to approve, Council Member Burgess seconded. RC Vote passed unanimously.

Consideration of Resolution 14-0416 fixing a date for a public hearing to take public comments and concerns regarding the bid specs for the 2014 City of Windsor Heights street project

Council Member Peterson moved to approve, Council Member Timm seconded. RC Vote passed unanimously.

Consideration of Ordinance 14-01 adding Chapter 162 to the Windsor Heights Municipal Code, adopting the 2012 international fuel gas code with amendments (3rd reading)

Council Member Peterson moved to approve, Council Member Butz seconded approval. RC Vote passed unanimously.

Consideration of Ordinance 14-02 amending the code of ordinances of the City of Windsor Heights, Iowa re repealing chapter 158 pertaining to the licensing of mechanical contractors and replacing said chapter with complete mechanical code, by adopting 2012 international mechanical code with amendments (3rd reading)

Council Member Glover moved to approve, Council Member Timm seconded approval. RC Vote passed unanimously.

Consideration of Ordinance 14-03 amending the code of ordinances for the City of Windsor Heights, Iowa by repealing chapter 159 pertaining to the licensing of plumbing contractors and replacing said chapter with complete plumbing code, by adopting 2012 international plumbing code with amendments (3rd reading)

Council Member Peterson moved to approve, Council Member Burgess seconded approval. RC Vote passed unanimously.

Consideration of Ordinance 14-04 amending Chapter 156 of the housing rental code, of the municipal code of the City of Windsor Heights, Iowa, by adopting 2012 building international property maintenance code with amendments (3rd reading)

Council Member Timm moved to approve, Council Member Glover seconded approval. RC Vote passed unanimously.

Consideration of Ordinance 14-05 amending Chapter 155, Building Code, of the municipal code of ordinances of the City of Windsor Heights, Iowa, by adopting the 2012 international building code and the 2012 international residential code with amendments (3rd reading)

Council Member Peterson moved to approve, Council Member Timm seconded approval. RC Vote passed unanimously.

Consideration of Ordinance 14-06 amending Chapter 37 Fire Code, of the municipal code of ordinances of the City of Windsor Heights, Iowa, by adopting the 2012 international fire code with amendments (3rd reading)

Council Member Burgess moved to approve, Council Member Butz seconded approval. RC Vote passed unanimously.

City Administrator Report

No Report.

Committee Reports

- Metro Waste- Hiring a new Executive Director, Emerald Ash Borer
- MPO- Went through orientation meeting
- Bravo- Strategic Planning Session on Friday and Saturday
- Dart- Looking at a supplier for new buses- will save money buying reconditioned buses
- Planning & Zoning- no quorum at the last meeting
- Metro Help
- MAC- working with legislators
- Policy & Admin, Public Works, Police & Fire- Invite IDOT to discuss traffic signal

Council Member Comments

Burgess (No comment), Peterson (No comment), Butz (KWHB Annual Spring Cleanup is April 26th at 8:30AM), Glover (KWHB Garden Tour is June 29th), Timm (No comment).

Mayor's Inquiries

Please get Citizen Survey comments and feedback to Danielle.

Adjourn to 6:00pm on Monday April 21, 2014 for the regular meeting of the City Council.

Council Member Peterson moved and Council Member Glover seconded. Voice vote passed unanimously.

Diana Willits, Mayor

ATTEST:

Jeffrey Allen Fiegenschuh, City Administrator/Clerk