

CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
September 21, 2015 - 6:00 p.m. City Hall

(RC=Roll Call Vote)

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

Staff present: City Administrator Brett Klein, Chief Dennis McDaniel, Director of Planning and Zoning Sheena Nuetzman, Director of Public Services Doug Stone and Management Intern Brandt Johnson.

Approval of the Agenda

Councilmember Peterson moved to approve the agenda; Councilmember Burgess seconded approval. Motion passed by voice vote unanimously.

Council Member Comments

Butz: Provided a Metro Waste and Compost It. **Glover:** Thanked the Public Safety members who stopped at the Ice Cream Social. Thank you for the 9/11 ceremony as well. I'm hopeful a resolution will be reached on the Washington Avenue sanitary sewer issue with the UWHSD. **Burgess:** Mentioned the Public Works meeting completed earlier today and provided a summary of meeting. **Peterson:** Mentioned last Thursday Leaders in Motion at DART - honored three who support mass transit and helped bring \$45M in federal money since '93 to transit. **Timm:** Bravo added board members, reworking the committees/ Focus: Art/culture organizations; MAC update on airport terminal asking for local support.

Approval of Minutes

Councilmember Glover moved to approve the August 17, 2015, minutes; Councilmember Peterson seconded approval. Motion passed by voice vote unanimously.

Public Comment. This is an opportunity for any citizen to come forward and discuss any item that is not listed on the Agenda. (Please make your remarks from the podium and limit your presentation to no more than 5 minutes

Sylvia Owens officer appreciation week and thank you honoring survivors of those lost and those who made it through 9/11.

Approval of the Consent Agenda

Councilmember Peterson moved to approve the Consent Agenda; Councilmember Glover seconded approval. Motion passed unanimously on a RC vote.

Consideration of Water Rate Increase, Des Moines Water Works Capital Improvement Fund – (\$1.00 / month). Councilmember Peterson moved to approve the DMWW rate increase of \$1.00 per thousand gallons to the capital fund; Councilmember Glover seconded approval. Motion passed unanimously on a roll call vote.

Consider Approval of Liquor License, Maple Vape, – Class C (LC), Outdoor Services and Sunday Sales Liquor License Councilmember Peterson moved to approve the liquor license; Councilmember Burgess seconded approval. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 15-0955, A Resolution Approving Submittal of the Annual Street Financial Report to the Iowa Department of Transportation Councilmember Butz made a motion to approve the annual street finance report; Councilmember Burgess seconded motion. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 15-0956, A Resolution Authorizing a Rate of Pay for the City Administrator's Appointment of Elizabeth Riordan to the Parks and Special Events Coordinator Councilmember Glover made a motion to approve the rate of pay for parks and special events coordinator; Councilmember Butz seconded motion. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 15-0957, A Resolution Authorizing Staff for the City of Windsor Heights to Apply for a Technical Assistance Grant through the EPA's Local Foods Local Places Program Councilmember Burgess made a motion to approve the resolution to apply for technical assistance grant; Councilmember Butz seconded motion. Motion passed unanimously on a roll call vote.

Consideration of Ordinance No. 15-05, Chapter 135 Excavations of Public Property, An Ordinance Amending and Recreating the Code of Ordinances for the City of Windsor Heights, Iowa by Replacing the Entirety of Chapter 135, Street Excavation and Maintenance and Providing for the Amended Title of Excavation of Public Property. (3rd Reading) Councilmember Burgess moved to approve the amendment and recreating of Chapter 135, Code of Ordinances; Councilmember Glover seconded approval. Motion passed unanimously on a RC vote.

Consideration of Ordinance No. 15-06, An Ordinance Amending and Recreating the Code of Ordinances for the City of Windsor Heights, Iowa by Replacing the entirety of Section 172.5, Fences and Repealing Section 155.05 – (1st Reading) Councilmember Burgess made a motion to accept ordinance no.15-06; Councilmember Glover seconded motion. Motion passed unanimously on a roll call vote.

Consideration of Updated Job Description, Public Services Laborer Councilmember Burgess moved to approve the updated job description; Councilmember Butz seconded approval. Motion passed unanimously on a roll call vote.

Consideration of Response to RFQ for Trail Hub Feasibility Study, PROS Consulting Proposal Councilmember Burgess moved to approve the proposal; Councilmember Peterson seconded approval. Motion passed unanimously on a roll call vote.

Consideration of Response to RFQ for Comprehensive Plan Update, Selection of Consultant – (RDG or JEO) Councilmember Glover moved to approve the proposal from RDG; Councilmember Peterson seconded approval. Motion passed unanimously on a roll call vote.

Discussion and Possible Action / Direction, Colby's Apple Valley LLC TIF Incentive Request Councilmember Peterson made a motion to work the process including the CUP meeting to BOA and then the week of October 25, 2015, meet to discuss TIF request; Councilmember Glover seconded motion. Motion passed unanimously on a roll call vote.

Diane Foss spoke on the topic- University as a main street walkable and good shops. Owners of Apple Valley evicted tenants should not be provided TIF for same reasons P and Z has already discussed.

Consideration of Proposal for Engaging Third-Party Administrator (TPA), Partially Self-Funded Plan / COBRA / Flex Councilmember Peterson moved to approve the Kabel as third party administrator; Councilmember Butz seconded approval. Motion passed unanimously on a roll call vote

Discussion and Possible Action on Verisight Study Update, Compensation and Performance Pay Study, Councilmember Peterson move to approve the Verisight proposal; Councilmember Timm seconded approval. Motion passed unanimously on a roll call vote.

Discussion and Possible Action on Mid American Agreement, LED Installment Agreement, Councilmember Burgess moved to approve the agreement for expediting 150W and 250W lights; Councilmember Butz seconded approval. Motion passed unanimously on a roll call vote.

Consideration of Staff Training Proposal, Harassment and Cultural Diversity – (ATW Training Solutions) Councilmember Burgess moved to approve the training; Councilmember Timm seconded approval. Motion passed unanimously on a roll call vote.

Discussion and Possible Action / Staff Direction, Washington Ave Sanitary Relief Sewer Councilmember Burgess moved to approve City Administrator Klein negotiate with the UWHSD for a budget resolution; Councilmember Glover seconded approval. Motion passed unanimously on a roll call vote.

Administrator Report

- October 10/60 Fire Department Meeting- October 12, 2015 5:15 PM
- Immanuel Pathways Ribbon Cutting and Open House – (Friday, September 25, 2015, 11am – 1pm)
- Update regarding library services
- Verisight comparables – no work will proceed until majority agreement on comparables

Mayor's Inquiries

- Immanuel Pathways – Open House
- League Conference this week
- Tennis Practice board
- MPO Update- mobilizing tomorrow and long range plans

Adjourn to 6:00pm on Monday, September 21, 2015, for the regular meeting of the City Council.

Councilmember Burgess moved to adjourn; Councilmember Peterson seconded. Motion passed unanimously on a RC vote at 7:07 p.m.

ATTEST:

Diana Willits, Mayor

Brett Klein, City Administrator/Clerk