

Unofficial MINUTES



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COMMITTEE OF THE WHOLE

APRIL 4, 2016, COMMITTEE OF THE WHOLE MEETING AGENDA

5:30 P.M. COUNCIL CHAMBERS, 1133 66TH STREET
WINDSOR HEIGHTS, IOWA 50324 (515) 279-3662

- 1) **Call to Order/Roll Call: Staff Present: City Administrator Brett Klein, Director of Planning and Zoning Sheena Nuetzman, Interim Chief Derek Meyer, Interim Fire Chief Tim Kurth, Director of Public Works Doug Stone and Communication Coordinator/ Deputy City Clerk Jessica Vogel. Councilmember Timm arrived at 5:50 PM and Councilmember Peterson arrived at 7:00 PM. Meeting was called to order at 5:30 PM. Disclaimer: The items were addressed in different order then the agenda had listed.**
- 2) **Consideration of Resolution No. 16-0318, A Resolution Directing the Advertisement for Sale of \$1,470,000 (Dollar Amount Subject to Change) G.O. Refunding Bonds, Series 2016A, and Approving Electronic Bidding Procedures and the POS- . Councilmember Harms moved to approve the resolution; Councilmember Glover seconded the resolution. Motion passed with a yes vote by Harms, Glover and Bales-Henry. Councilmember Peterson and Councilmember Timm absent.**
- 3) **Consideration of Resolution No. 16-0319, A Resolution Directing the Advertisement for Sale of \$2,830,000 (Dollar Amount Subject to Change) G.O. Refunding Bonds, Series 2016B, and Approving Electronic Bidding Procedures and the POS-. Councilmember Harms moved to approve the resolution; Councilmember Glover seconded the resolution. Motion passed with a yes vote by Harms, Glover and Bales-Henry. Councilmember Peterson and Councilmember Timm absent.**
- 4) **Consideration of Resolution No. 16-0421, A Resolution Approving the Appointment of Derek Meyer to the Position of Interim Police Chief- Councilmember Peterson moved to approve the resolution; Councilmember Glover seconded the resolution. Motion passed unanimously on a roll call vote.**
- 5) **Consideration of Resolution No. 16-0422, A Resolution Approving the Appointment of Tim Kurth to the position of Interim Fire Chief Councilmember Peterson moved to approve the resolution; Councilmember Harms seconded the resolution. Motion passed unanimously on a roll call vote.**
- 6) **City Administrator Resignation- Councilmember Peterson motioned to have City Administrator Klein's last day in the office be April 6th and that he be available by phone, email and come to meetings until May 2nd. Pay up to May 2nd and unused pto paid out. May 2nd would be his resignation date. Councilmember Bales- Henry seconded. Motion failed on vote, Councilmember Timm and Councilmember Peterson- Yes and Councilmember Glover, Harms and Bales-Henry-No. Councilmember Harms motioned for May 2nd as resignation date and the last day in office May 2nd. Councilmember Glover seconded. Motion carried on vote, Councilmember Harms, Glover and Bales- Henry- Yes and Councilmember Timm and Peterson- No.**
- 7) **Review of Executive Recruit Firm Proposals and Possible Action, City Administrator- will look into firms to start the process and would like to have an administrator by August 1st.**
- 8) **Review of Executive Recruit Firm Proposals and Possible Action, Chief of Police and Fire Services alt. Police Chief / Fire Chief- remove from agenda, will hold off on until a new city administrator can have input on the replacement.**
- 9) **Consider Applications for Interim City Administrator / Appoint Diana Willits as Temporary Interim City Administrator- Councilmember Harms motioned to appoint Diana Willits as interim City Administrator effective May 3rd with Steve Peterson covering if needed. Councilmember Peterson seconded. Motion passed on vote, Councilmember Harms, Bales-Henry, Timm and Peterson- Yes and Councilmember Glover- No.**
- 10) **Discussion and Possible Action on Salary Study, Verisight Update to Wage Study**
- 11) **Discussion Regarding Sidewalks- The council would like to continue the sidewalk discussion and will put together a plan with ideas and different options regarding the sidewalks.**
- 12) **Discussion Regarding Water Quality Signage-. Councilmember Harms will work with Darren Fife on getting these together and coordinate with Doug Stone.**
- 13) **Discussion Regarding Potential Economic Development Position- Discussion with the Chamber on splitting the cost of this position.**

- 14) **Discussion Regarding Yard Waste- Councilmember Harms will get more information from Metro Waste about the cost, cans and usage.**
- 15) **Discussion Regarding 70th and Washington Safety- Doug and Betty Glover will look for signage that can be placed at this intersection.**
- 16) **Discussion and Possible Action Regarding ATE Vendor- Interim Chief Meyer updated the council on the new ATE vendor.**
- 17) **Discussion Regarding Public Safety Oversight- removed**
- 18) **Code Enforcement Work Session- The council would like proactive code enforcement and would like a report once a month on code enforcement.**
- 19) **Committee Updates**
- 20) **Adjournment. Meeting adjourned at 8:35 PM**