

CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
June 6, 2016 - 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: Betty Glover, Tony Timm, Threase Harms. Councilmember Bales-Henry arrived at 6:11 p.m. Councilmember Steve Peterson was absent.

Staff present: Treasurer Marcia Woodke, Chief Derek Meyer, Fire Chief Tim Kurth and Communications Coordinator/Deputy Clerk Jessica Vogel.

Approval of the Agenda

Councilmember Harms motioned to approve the agenda with the amendment that it should say based on discussion item 11 for items 12 and 13. Councilmember Timm seconded approval. Motion passed unanimously on a voice vote.

Council Member Comments

Peterson: Absent

Timm: No Comment

Glover: Keep Windsor Heights Beautiful Garden tour is June 12th from 1- 5 p.m. Check out the new butterfly garden at Colby Park.

Harms: Metrowaste updates: adjustment in rates effective July 1 will decrease. The executive director search is still in process. There are grants available to apply for and would work for our water quality project. Metrowaste will be voting on co-mingling in June or July.

Bales- Henry: No Comment

Approval of Minutes

Councilmember Timm moved to approve the minutes; Councilmember Harms seconded approval. Motion passed unanimously on a roll call vote.

Proclamation for 75th Anniversary. We will do a proclamation on July 19th for the 75th anniversary that is the day we were incorporated.

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

Registered comment: Betty Ridout from Banker's Trust presented a program that Banker's Trust is starting to promote business growth in the City of Windsor Heights.

Robert Brownell Polk County Supervisor, provided an update on Prairie Meadows and the minimum wage adjustment in Polk County.

Charlene Butz 7114 Washington spoke regarding the documents not being on the website.

Approval of the Consent Agenda

Councilmember Timm moved to approve the Consent Agenda. Councilmember Glover seconded approval. Motion passed unanimously on a roll call vote.

Public Hearing on Sunset Terrace Paving Project regarding the plans, specifications, form of contract and estimate of costs for the project. Councilmember Harms moved to open the public hearing; Councilmember Timm seconded. Motion approved unanimously on a RC vote. Public Hearing opened at 6:36 p.m. No public comments were made. Councilmember Timm made a motion to exit the public hearing. Councilmember Harms seconded. Motion approved unanimously on a roll call vote. Public Hearing closed at 6:37 p.m.

Consideration of Tobacco Applications, Wal-mart, Hy-Vee, Sam's, Kum and Go, Quik Trip, Champ and Champ and Maple Vape. Councilmember Glover moved to approve the applications. Councilmember Bales-Henry seconded the approval. Councilmember Bales-Henry, Glover and Timm voted yes and Councilmember Harms-No. Motion passed.

Consideration of Resolution No. 16-0644, A Resolution Making Award of and Approving Construction Contract for 2014 Phase 4 Paving Project- Sunset Terrace Reconstruction (Budget Impact - \$326,650.60)

Councilmember Harms moved to approve the resolution; Councilmember Glover seconded resolution. Motion passed unanimously on a roll call vote.

Discussion on Contract Services for City Administration and Police Chief Searches.

There would be a savings cost of \$1,500 on the City Administrator search if we use them to search for police chief once the City Administrator is hired.

Charlene Butz- 7114 Washington asked if we inquired on the previous search firm we used.

Consideration of Resolution No. 16-0645, A Resolution for contract services and payment for HR-One Source for City Administrator Search (Budget Impact \$13,500 or \$15,000) (Based on discussion from Item 10- changed to item 11) Councilmember Harms moved to approve the resolution; Councilmember Timm seconded resolution. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 16-0646, A Resolution for contracting with HR-One Source and Moulder and Associates to provide services to hire Police Chief/Public Safety Director. (Budget Impact \$19,000 - \$27,675) (Based on discussion from Item 11 Councilmember Harms moved to approve the resolution; Councilmember Timm seconded resolution. Motion passed unanimously on a roll call vote.

Consideration of Ordinance No. 16-03, An Ordinance Amending the Municipal Code of Ordinances of the City of Windsor Heights, Iowa, by Amending Provisions Pertaining to the Traffic and Vehicles Code, Under the Ordinances Chapter 60.02.08 (2nd Reading) Councilmember Glover moved to approve the second reading; Councilmember Bales-Henry seconded the second reading. Motion passed unanimously on a roll call vote. Councilmember Timm moved to waive the third reading. Councilmember Harms seconded. Councilmember Timm, Harms, Bales-Henry- Yes and Councilmember Glover- No. Motion passed.

Consideration of Ordinance No. 16-04, An Ordinance Amending the Municipal Code of Ordinances of the City of Windsor Heights, Iowa, By Amending Provisions Pertaining to Peddlers, Solicitors and Transient Merchants, Under the Ordinances of Chapter 122(1st Reading). Councilmember Timm moved to approve the first reading; Councilmember Glover seconded the first reading. Motion passed unanimously on a roll call vote. Councilmember Timm moved to waive the second and third reading. Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote.

Consideration of Ordinance No.16-05, An Ordinance Amending the Municipal Code of Ordinances of the City of Windsor Heights, Iowa, By Amending a Provision Pertaining to the General Code of Provisions, Specifically Ordinance 1.14(1st reading) Councilmember Harms moved to approve the first reading; Councilmember Bales-Henry seconded the first reading. Motion passed unanimously on a roll call vote.

Consideration of Ordinance No. 16-06, An Ordinance Amending and Recreating Chapter 6 of the Code of Ordinances for the City Of Windsor Heights, Iowa (1st reading) Councilmember Harms moved to approve the first reading; Councilmember Bales-Henry seconded the first reading. Motion passed unanimously on a roll call vote.

Consider Approval to purchase mower, purchase of a mower for the public works (Budget impact: \$32,576 – Budget \$ are available from Road Use Funds) Councilmember Timm moved to approve the purchase; Councilmember Glover seconded the purchase. Motion passed unanimously on a roll call vote.

Discussion and Possible Action, regarding the FY 17 Wages budgeted at 3%. Councilmember Timm moved to approve the FY 17 wages; Councilmember Glover seconded the FY 17 wages. Councilmember Glover, Timm and Harms voted yes. Councilmember Bales-Henry- No. Motion passed. George Hanusa 7204 Reite spoke on the history of Windsor Heights and its salaries.

Discussion and Possible Action, holding a percentage of the community center rental fees for repairs and maintenance. Council would like more information on the percentage to hold for repairs. This item will be on the Committee of the Whole meeting for discussion.

Chamber of Commerce Update. September 15th is the chamber golf outing.

Administrator Report. Jonathan Koester will be presenting us with a development agreement for the corner of 66th and University.

Mayor's Inquiries/75th Anniversary. Mayor's Bike Ride is June 17th.

Closed Session, In accord with Chapter 21.5 1 (j), to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Councilmember Glover motioned to enter closed session at 7:48 PM and Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote. Councilmember Timm motion to exit the closed session at 7:56 pm. Councilmember Harms seconded. Motion passed unanimously on a roll call vote.

Return to Open Session at 7:56 pm.

Any Possible Action from Closed Session. No action was taken.

Closed Session, In accord with Chapter 21.5 1 (j), to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Councilmember Timm motioned to enter closed session at 7:57 pm. Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote. Councilmember Glover motion to exit the closed session at 8:09 pm. Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote.

Return to Open Session at 08:09 pm.

Any Possible Action from Closed Session. No action was taken.

Closed Session, In accord with Chapter 21.5 1 (j), to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Councilmember Harms motioned to enter closed session at 8:09 pm. Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote. Councilmember Glover motion to exit the closed session at 8:13 pm. Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote.

Return to Open Session at 08:18 pm.

Any Possible Action from Closed Session. No action was taken-

Adjourn to 6:00pm on Monday, June 20, 2016, for the regular meeting of the City Council.

Councilmember Timm moved to adjourn; Councilmember Glover seconded. Motion passed unanimously on a roll call vote at 8:19 p.m.

ATTEST:

Jessica Vogel, Communication Coordinator/Deputy City Clerk