

**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
May 6, 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 Jenison moved to amend the agenda by striking #7 since the public hearing for the sustainability ordinance will be held at the May 20th meeting. Council Member Willits seconded approval of the agenda with the correction. Voice vote passed unanimously.

Good of the Order-No report

Approval of Minutes

Council Member Glover moved to approve the April 15th minutes as submitted, Council Member Butz seconded approval of minutes. Voice vote passed unanimously.

Public Comment

Resident John Thompson asked for the City claims to be posted with the Agenda. CA Fiegenschuh informed the council that all claims are available online with the council packet that is available to the public. Mr. Thompson also asked why two resolutions on the agenda did not include dollar amounts. CA Fiegenschuh informed the Council that one resolution was not authorizing the expenditures of funds and the other resolution did in fact include the proposed expenditure amount. No further public comments were made.

Public hearing to take comments or concerns on the proposed FY13 budget amendment

Council Member Burgess made a motion to open the public hearing. Council Member Willits seconded. RC Vote passed unanimously. The public hearing convened at 6:04P.M. CA Fiegenschuh informed the council he did not receive any public comments on the proposed amendment and reminded the council the amendment for a new generator for the new police antenna and for expenses not budgeted for payments to GATSO for the automated traffic enforcement cameras. Fiegenschuh also stated the payments for GATSO had revenues to offset the expense. Hearing not further comments Council Member Jenison motioned to close the public hearing. Council Member Burgess seconded. RC Vote passed unanimously. The public hearing was closed at 6:08 P.M.

Approval of the Consent Agenda

Council Member Willits moved to approve, Council Member Glover seconded approval of the tobacco permit for Kum & Go, Claims & Payroll, and March 2013 Clerk and Investment Report. Voice vote passed unanimously.

Consideration of New Class C Liquor License Request

Council Member Willits moved to approve, Council Member Glover seconded approval. Voice vote passed unanimously.

Consideration of Class E Liquor License Renewal Request

Council Member Butz moved to approve, Council Member Jenison seconded approval. Voice vote passed unanimously.

Consideration of Ordinance 13-02 an ordinance approving amendments to the peddler, solicitor & transient merchant regulations set forth in Chapter 122

Council Member Willits moved to approve on 3rd and final reading. Council Member Butz seconded approval. RC Vote passed unanimously.

Consideration of Resolution #13-0527 a resolution adopting FY 13 budget amendment

Council Member Willits moved to approve the resolution, Council Member Burgess seconded. RC Vote passed unanimously.

Consideration of Resolution #13-0528 a resolution authorizing the execution of a lease agreement with Racom

Chief McDaniel and Chief Cross gave an overview of the agreement along with a PowerPoint presentation. The public can contact Chief McDaniel for additional information regarding the need for the new tower. This project will not add any costs to the City of Windsor Heights. Council Member Willits asked what the cost would be. Windsor Heights' cost will be the costs for a new generator and electric costs of \$200 annually. There are no other construction costs. Racom will own, operate and maintain the equipment. Windsor Heights will provide security. Council Member Butz moved to approve the resolution, Council Member Glover seconded. RC Vote passed unanimously.

Consideration of Resolution #13-0529 a resolution authorizing the execution of an agreement with eWay Corp to oversee the City's website development.

Council Member Willits moved to approve the resolution, Council Member Jenison seconded. RC Vote passed unanimously.

Consideration of Resolution #13-0530 a resolution approving a preliminary Operating Statement for the issuance of not to exceed \$950,000 General Obligation Capital Loan Notes, Series 2013

CA Fiegenschuh informed the council the POS will be available to all bidders on the proposed bond reissuance. Council Member Willits moved to approve the resolution, Council Member Butz seconded. RC Vote passed unanimously.

Administrator Updates

No report

Council Member Comments- Butz (Keep Windsor Heights Beautiful Plant Exchange is Saturday, May 11th), Jenison (Thanks to the Website Committee), Willits (No report), Glover (Plant Exchange is free), Burgess (No report).

Mayor's Inquires- The Lion's Club 50th Birthday Dinner is May 21st 6:00PM at the Community Center

Committee of the Whole Discussion

Staff gave a report on clean up language that is needed in Chapters 152 and 171.10 of the WH City Code. Currently fees are set by resolution, but there is language in the code that sets specific fees. Staff will be bringing forward two ordinances to allow future fees to be set by resolution only so there is no conflict with the City code. Staff also presented council with a plan to eliminate fees that are no longer relevant to the City and to institute a new zoning verification certificate. There were no questions from the Council and they authorized staff to bring the proposed changes forward at the next meeting.

CA Fiegenschuh said due to the staff turnover it was not realizing that the contract with Earl May to provide plantings for the City on University had expired. The funds are paid out of the City's TIF account, which Fiegenschuh reminded the Council is completely legal to do despite some opinions to the contrary. Fiegenschuh asked the Council if they wanted to continue one more year with Early May then bid out the service or bid it out this year. After further discussion the Council gave direction to the City Administrator to go ahead and go with Early May one more year then to bid it out in 2014. The Council decided to move forward with the current contract based on time constraints and new staffing.

PW Director VanAusdall briefly presented the proposed plan with Ankeny Sanitation to replace residential garbage carts in WH this summer. The old carts will be collected and delivered to the PW Works building so they can be recycled. The program is for garbage carts only and not recycling containers. Residents who have additional questions can contact PW Director VanAusdal at his office.

Adjourn to 6:00pm on May 20, 2013 for the regular meeting of the City Council.

Council Member Glover moved and Council Member Burgess seconded. RC Vote passed unanimously.

Jerry Sullivan, Mayor

ATTEST:

Jeffrey Allen Fiegenschuh, City Administrator/Clerk