

City of Windsor Heights Regular Business Meeting Minutes
Monday, July 20, 2020 – 6:00 P.M. via ZOOM

1. **Call to Order:** Mayor Burgess called the meeting to order via Zoom at 6:02 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, City Clerk Travis Cooke, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, Communications/Recreation Coordinator Whitney Tucker, City Engineer Justin Ernst, and City Attorneys Matt Brick and Erin Clanton.

2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Harms. Motion passed 5-0.

3. **Public Hearings:**
 - A. Public Hearing on Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22: Motion by Mike Jones to open the public hearing at 6:03 PM. Seconded by Harms. Motion passed 5-0. Chief McCluskey gave an overview of the ordinance. No public comments written or oral. Motion by Harms to close the public hearing at 6:04 PM. Seconded by Mike Jones. Motion passed 5-0.

 - B. Consideration of the First Reading of Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22: Motion by Loffredo to approve the first reading of Ordinance No. 20-06. Seconded by Mike Jones. Motion passed 5-0.

 - C. Public Hearing on Ordinance No. 20-07 Amending City Code 174.08 to Further Define Surfaces allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale: Motion by Mike Jones to open the public hearing at 6:05 PM. Seconded by Harms. Motion passed 5-0. Council reported various concerns regarding the ordinance from the public. No public comments written or oral. Council came to the consensus to table any further action on the ordinance until it could be further improved. Motion by Mike Jones to close the public hearing at 6:16 PM. Seconded by Harms. Motion passed 5-0.

 - D. Consideration of the First Reading of Ordinance No. 20-07 Amending City Code 174.08 to Further Define Surfaces allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale: Motion by Harms to table the first reading of Ordinance No. 20-07. Seconded by Loffredo. Motion passed 5-0.

4. **Public Forum:** Darren Skeries, 1441 64th St. spoke in opposition to paying the remainder of the fees from Key Elements Consulting. Mr. Skeries also spoke in opposition to the Interim City Administrator's response to the concerns brought up by council related to the salary study.

5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.

A. Approve Minutes of the Regular Council Meeting on July 6, 2020

B. Approve Minutes of the Special Council Meeting on June 22, 2020

C. Approve Minutes of the Special Council Meeting on July 1, 2020

D. Approve Minutes of the Special Council Meeting on July 2, 2020

E. Approve Minutes of the Special Council Meeting on July 11, 2020

F. Approve Minutes of the Special Council Meeting on July 15, 2020

G. Approve Payment of Claims

Motion by Skeries to approve the consent agenda removing item 5G for separate consideration due to the Key Elements Consulting payment. Seconded by Harms. Motion passed 4-1. Loffredo voting nay. Motion by Harms to approve item 5G exempting payment to Key Elements Consulting for the remainder of the wage study. Seconded by Skeries. Motion passed 4-1. Loffredo abstaining.

6. **Old Business:**

A. Consideration of the Second Reading of Ordinance No. 20-05 - Adding Chapter 30.11 - Unbiased Policing Policy to the Windsor Heights Code of Ordinances: Motion by Harms to approve the second reading of Ordinance No. 20-05. Seconded by Loffredo. Motion passed 5-0.

B. Consider Waiving the Third and Final Reading of Ordinance No. 20-05 - Adding Chapter 30.11 - Unbiased Policing Policy to the Windsor Heights Code of Ordinances and Move to Adopt Ordinance No. 20-05: Motion by Mike Jones to waive the third and final reading and move to adopt Ordinance No. 20-05. Seconded by Joseph Jones. Motion passed 5-0.

7. **New Business:**

A. Consideration of Resolution No. 2020-95 - City Administrator Contract: Motion by Harms to approve Resolution No. 2020-95. Seconded by Mike Jones. Motion passed 5-0.

B. Consideration of Pay Request No. 3 - 2020 College Drive Improvements: Motion by Harms to approve Pay Request No. 3. Seconded by Mike Jones. Motion passed 5-0.

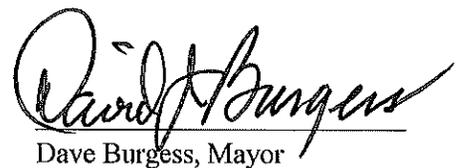
- C. Consideration of Pay Request No. 3 - 2020 Streets Improvements: Motion by Joseph Jones to approve Pay Request No. 3. Seconded by Harms. Motion passed 5-0.
- D. Consideration of Pay Request No. 1 - Walnut Creek Bank Stabilization Project: Motion by Harms to approve Pay Request No. 1. Seconded by Joseph Jones. Motion passed 5-0.
- E. Consideration of Resolution No. 2020- 92 - A Resolution Closing CEC due to Covid-19: Motion by Harms to approve Resolution No. 2020-92. Seconded by Mike Jones. Council came to the consensus to close the CEC but leave the dog park and Colby Park facilities open. Harms withdrew her motion. Motion by Mike Jones to approve Resolution No. 2020-92 amending the resolution to keep the dog park and Colby Park facilities open. Seconded by Joseph Jones. Motion passed 4-1. Harms voting nay.
- F. Consideration of Resolution No. 2020-93 - A Resolution Waiving Fees for the Pavilion for the Heartland Youth Choir on October 25th 2020: Motion by Harms to approve Resolution No. 2020-93. Seconded by Joseph Jones. Motion passed 5-0.
- G. Resolution No. 2020-94 - A Resolution Allowing Refunds for Community Center Rentals Due to Covid-19 Concerns: Motion by Mike Loffredo to approve resolution 2020-94 amending the resolution to extend refund requests to December 31, 2020. Seconded by Harms. Motion passed 5-0.

8. **Reports:**

- A. Mayor and Council Reports and Committee Updates: Loffredo: police accomplishments in public safety report; public works accomplishments in public works report; congratulations to PW staff for getting grants for trees and an MWA grant for a concrete pad for the cardboard recycling container. Mike Jones: clarified the location of the cardboard container for the public. Harms: compliments to the contractor who did the Walnut Creek Bank Stabilization project; meeting with the MWA and reported that the MRF facility is on track.
- B. Interim City Administrator Report: Received eight applications for the city's small business grant program to date.
- C. Public Safety Report: Chief McCluskey will be presenting special recognition awards to police and fire including a Meritorious Service award and a Life Saving Award to Officer Johnson when in person meetings resume.
- D. Public Works Report: Given.
- E. Communications/Recreation Coordinator Report: Given.

9. **Closed Session** Closed Session pursuant to Iowa Code Section 21.5 (1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the government body in that litigation.

- A. Convene into Closed Session: Motion by Harms to convene into closed session at 6:47 PM. Seconded by Loffredo. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
 - B. Convene into Open Session: Motion by Joseph Jones to convene into open session at 6:58 PM. Seconded by Loffredo. Motion passed 5-0.
10. **Closed Session** Closed Session pursuant to Iowa Code Section 21.5 (1)(j) To discuss the purchase 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.
- A. Convene into Closed Session: Motion by Mike Jones to convene into closed session at 6:59 PM. Seconded by Harms. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
 - B. Convene into Open Session: Motion by Mike Jones to convene into open session at 7:10 PM. Seconded by Joseph Jones. Motion passed 5-0.
 - C. Discussion and Possible Action on Sale of Land: Motion by Joseph Jones to approve an agreement to sell city land adjacent to parcels owned by Windsor Heights Presbyterian church to Casey's. Seconded by Harms. Motion passed 5-0.
11. **Adjourn Exempt Session:** There will be an exempt session pursuant to Iowa Code Chapter 20.17 following the Regular Council Meeting: Motion by Harms to adjourn the meeting at 7:11 PM. Seconded by Joseph Jones. Motion passed 5-0.


Dave Burgess, Mayor


Travis Cooke, City Clerk