

**City of Windsor Heights Regular Business Meeting Minutes  
Monday, October 15, 2018- 6:00 PM. Council Chambers**

**1. Call to Order**

Mayor Burgess called the meeting to order at 6:00 PM.

**2. Roll Call**

Council members present: Michael Loffredo, Mike Jones, Zachary Bales-Henry and Joseph Jones. Therese Harms was absent.

Staff present: City Administrator Elizabeth Hansen, City Clerk Travis Cooke, Public Safety Director/Police Chief Chad McCluskey, Deputy Clerk/Communications Specialist Jessica Vogel, Public Works Director Dalton Jacobus, City Attorney Erin Clanton, and City Engineer Justin Ernst.

**3. Approval of the Agenda:** Motion by Mike Jones to approve the agenda. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

**4. Public Hearing(s)**

**A. Public Hearing on Amendments to Chapter 175 of the Sign Ordinance:** Motion by Joseph Jones to open the public hearing at 6:03 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote. No comments written or oral. Motion by Joseph Jones to close the public hearing at 6:04 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.

**i. Approve First Reading of Ordinance No. 18-14, amending Chapter 175 of the Sign Ordinance:** Motion by Joseph Jones to approve First Reading of Ordinance No. 18-14, amending Chapter 175 of the Sign Ordinance. Seconded by Bales-Henry. Comments: Loffredo asked legal for clarification on the kinds of speech in terms of obscenity that the ordinance regulated. Motion passed unanimously on a roll call vote.

**B. Public Hearing on Amendments to Chapter 4, related to municipal infractions pertaining to ATE collections:** Motion by Mike Jones to open the public hearing at 6:06 PM. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote. No comments written or oral. Motion by Joseph Jones to close the public hearing at 6:07 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

**i. Approve First Reading of Ordinance No. 18-15, amending Chapter 4 of the Code of Ordinances:** Motion by Joseph Jones to approve First Reading of Ordinance No. 18-15, amending Chapter 4 of the Code of Ordinances. Seconded by Mike Jones. Comments: Mike Jones asked for clarification on municipal infraction definition. Motion passed unanimously on a roll call vote.

**C. Public Hearing on Amendments to Chapter 60, relating to traffic and vehicles pertaining to ATE collections:** Motion by Mike Jones to open the public hearing at 6:08 PM. Seconded by Loffredo. Motion passed unanimously on a roll call vote. Comments: Charlene Butz – 7114 N. Washington - Asked about bicycle motors and how fast they can travel down the trails. Chief McCluskey offered to follow up with Charlene. Motion by Joseph Jones to close the public hearing at 6:09 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.

**i. Approve First Reading of Ordinance No. 18-16, amending Chapter 60 of the Code of Ordinances:** Motion by Joseph Jones to approve First Reading of Ordinance No. 18-16, amending Chapter 60 of the Code of Ordinances. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

**D. Public Hearing on Amendments to Chapter 40, revising the penalty amount for a criminal violation of the fireworks ordinance to a scheduled amount of \$625.00:** Motion by Loffredo to open the public hearing at 6:10 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote. Comments: Loffredo asked for the prior fine amount. Chief McCluskey clarified that wording was changed from not less than \$625 to a fine of \$625. Motion by Mike Jones to close the public hearing at 6:11 PM. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.

**i. Approve First Reading of Ordinance No. 18-17, amending Chapter 40 of the Code of Ordinances:** Motion by Mike Jones to approve First Reading of Ordinance No. 18-17, amending Chapter 40 of the Code of Ordinances. Seconded by Bales-Henry. Comments: Mike Jones asked where the \$625 fine amount came from. Chief gave a list of fines from

around the Metro and offered to follow up with Mike Jones. Motion passed unanimously on a roll call vote.

E. Public Hearing on Amendments to Chapter 50, amending Section 50.02 Subsection 34, which amends the prohibition of fireworks and extends enforcement within the City: Motion by Mike Jones to open the public hearing at 6:13 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote. No comments written or oral. Motion by Mike Jones to close the public hearing at 6:14 PM. Seconded by Loffredo. Motion passed unanimously on a roll call vote.

i. Approve First Reading of Ordinance No. 18-18, amending Chapter 50 of the Code of Ordinances: Motion by Mike Jones to approve the First Reading of Ordinance No. 18-18, amending Chapter 50 of the Code of Ordinances. Seconded by Bales-Henry. Roll call vote: Mike Jones – aye, Bales-Henry – aye, Joseph Jones – nay, and Loffredo – aye. Motion passed 3-1.

## 5. Public Forum

Vern Chiles – 6502 Alison – Reports that homes are struggling to sell in the Alison area because of the water issues and if the City was going to offer buy outs due to the flooding. Will follow up with Administrator Hansen.

Meggon John – 6714 University – Wants to clarify that she spoke in opposition of the University Ave project at the last meeting. Wants to see sidewalks and other projects finished before starting University.

Charlene Butz -7114 N. Washington - Thanked the Police Department for responding to an incident she witnessed at Wal-Mart. Encourage contractor to get road closed signs removed from Washington.

## 6. Consent Agenda

A. Approve Minutes of the Regular Council Meeting on October 1, 2018

B. Approve Payment of Cash Disbursements

C. Approve Financial Reports for Month of July 2018

D. Approve Resolution No.18-1042, A Resolution Approving the 28E Agreement with West Des Moines Community School District to Provide a Crossing Guard

E. Approve Resolution No. 18-1043, A Resolution Appointing a Member and Alternate Member from the City to the Polk County Joint 911 Service Board

F. Approve Resolution No.18-1044, A Resolution Selecting Persons to Serve as Commissioner and Alternate for the Des Moines Regional Transit Authority (DART)

Motion by Loffredo to remove item #6D for separate consideration. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

Motion by Bales-Henry to approve the consent agenda with item #6D - Approve Resolution No.18-1042, A Resolution Approving the 28E Agreement with West Des Moines Community School District to Provide a Crossing Guard removed for separate consideration and to have the October 1, 2018 Minutes reflect Meggon John's opposition to the University Avenue Project and to correct the spelling of Nicole Crain's name. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.

Motion by Bales-Henry to approve item #6D. Seconded by Loffredo. Charlene Butz – 7114 N. Washington - Asked how much the new crossing guard was getting paid and if the former crossing guard was offered the same rate of pay. Chief McCluskey explained that the new guard was getting paid \$15 an hour and that the former crossing guard was offered the same. Motion passed unanimously on a roll call vote.

## 7. Old Business

A. Discussion and Appropriate Follow up on amendments to Section 2.06 of the Council Rules of Governance (Standard Operating Procedures): Motion by Loffredo to approve amendments to Section 2.06 of the Council Rules of Governance (Standard Operating Procedures). Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.

B. Discussion and Appropriate Follow Up on DART Funding: Bales-Henry presented additional information and follow up from the last Council meeting on DART funding to the Mayor and Council.

## 8. New Business

A. Discussion and Appropriate Follow up on 63<sup>rd</sup> Street and College Avenue Crossing Analysis: Motion by Loffredo to table this item to a future meeting when Councilmember Harms could be present. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

**9. Reports: Mayor/Council/Staff/Board/Committee/Commission Updates:**

Bales-Henry – none.

Joseph Jones - MPO updates.

Loffredo – Presented final copies of appreciation certificate and welcome to Windsor Heights mailer and would like Council to review the policies for each for future council action. Will be attending Metro Waste meeting in place of Harms.

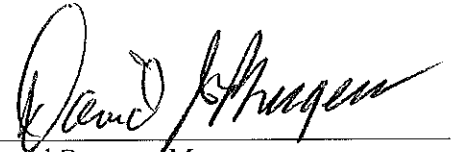
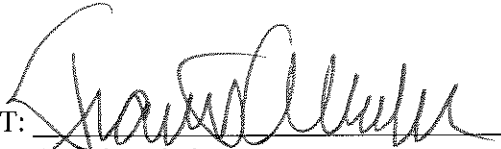
Mike Jones – none.

Mayor Burgess – Local Option Sales Tax discussion at the next meeting.

**10. Adjourn to 6:00 PM on Monday, November 5, 2018 for a Regular Council Meeting at the Council Chambers:** Motion by Joseph Jones to adjourn the meeting at 6:36 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

ATTEST:

Travis Cooke, City Clerk



David Burgess, Mayor