

City of Windsor Heights Regular Meeting Minutes
Monday, December 7, 2020 - 6:00 PM via ZOOM

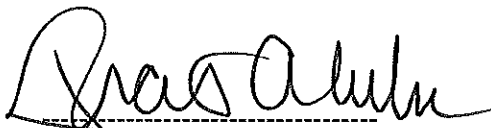
1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Pro-Tem Mike Jones called the meeting to order at 6:00 PM. Present: Susan Skeries, Joseph Jones, Mike Loffredo and Threase Harms. Others present: City Administrator Dennis Durham, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, City Engineer Justin Ernst and City Attorney Erin Clanton. The Pledge of Allegiance was recited.
2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Harms. Motion passed unanimously on a roll call vote.
3. **Public Hearing:**
 - A. Public Hearing on Ordinance No. 2020-09 - An Ordinance Amending Chapter 161 of the Windsor Heights Code of Ordinances relating to Post-Construction Storm Water Management: Motion by Harms to open the public hearing at 6:02 PM. Seconded by Loffredo. Motion passed unanimously on a roll call vote. PWD Jacobus spoke to the changes. No public comment written or oral. Motion Harms to close the public hearing at 6:04. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
 - B. Consideration of the First Reading of Ordinance No. 2020-09 - An Ordinance Amending Chapter 161 of the Windsor Heights Code of Ordinances relating to Post-Construction Storm Water Management: Motion by Harms to approve the first reading of Ordinance No. 2020-09. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.
4. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.
 - A. Presentation from Des Moines Area Rapid Transit (DART)
Edye Beckerman thanked the Council for their participation in the Celebrate Windsor Heights Chamber event last week.
5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration: Motion by Harms to approve the consent agenda items A-D. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
 - A. Approve Minutes of the Regular Council Meeting on November 16, 2020
 - B. Approve Minutes of the Council Work Session on November 16, 2020
 - C. Approve Payment of Claims
 - D. Approve Resolution No. 2020-127 - A Resolution Approving Metro Waste Authority Primary Board and Alternate Board Appointments
6. **New Business:**
 - A. Consideration of Resolution No. 2020-124 - A Resolution Entering into an Agreement with the Street Collective to bring a BCYCLE Station to Colby Park in Windsor Heights: Motion by Harms to approve Resolution No. 2020-124. Seconded by Joseph Jones. Motion passed 4-1. Skeries voting nay.

- B. Consideration of 28E Agreement Between Urbandale-Windsor Heights Sanitary District, City of Windsor Heights, Iowa and the City of Urbandale, Iowa Regarding Ownership of Sanitary Sewer Lines, Sanitary Sewer System Maintenance, Reporting of Costs, and Payment Thereof: Motion by Mike Jones to approve the 28E Agreement. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
- C. Consideration of Resolution No. 2020-125 - A Resolution Approving a Scope of Services with Bolton and Menk in the Amount not to Exceed \$7,988 to Perform a Streambank Stabilization Analysis on North Walnut Creek: Motion by Mike Jones to approve Resolution No. 2020-125. Seconded by Harms. Motion passed unanimously on a roll call vote.
- D. Consideration of Goals and Objectives: Motion by Mike Jones to approve the Goals and Objectives. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.
- E. Consideration of Public Safety Compensation Study Proposal from Pontifex Consulting Group at a Cost of \$2,500: Motion by Mike Jones to approve the compensation study. Seconded by Motion passed unanimously on a roll call vote.
- F. Consideration of Change Order No. 2 -2020 College Drive Improvements: Motion by Mike Jones to approve Change Order No. 2 College Drive Improvements. Seconded by Harms. Motion passed unanimously on a roll call vote.
- G. Consideration of Change Order No. 1 - 2020 Streets Improvements Project (69th and Allison Ave): Motion by Mike Jones to approve Change Order No. 1 2020 Streets Improvements Project. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
- H. Consideration of Pay Request No. 8 - 2020 Streets Improvements Project (Allison Ave. and 69th St.): Motion by Mike Jones to approve Pay Request No. 8 2020 Streets Improvements Project. Seconded by Loffredo Motion passed unanimously on a roll call vote.
- I. Consideration of Pay Request No. 8 - 2020 College Drive Improvements Project: Motion by Mike Jones to approve Pay Request No. 8 College Drive Improvements Project. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
- J. Consideration of Resolution No. 2020-126 - FY 21 Budget Transfers: Motion by Mike Jones to approve Resolution No. 2020-126. Seconded by Loffredo Motion passed unanimously on a roll call vote.
- K. Consideration of 2021 Health Insurance Renewal: Motion by to approve the 2021 Health Insurance Renewal. Seconded by Motion passed unanimously


7. Reports:

- A. Mayor and Council Reports and Committee Updates: Harms: Celebrate Windsor Heights and congrats to Joseph Jones as WH Citizen of the Year. Thank you to Whitney for communication efforts. Public Safety Committee has met twice on shared services and West Com and the compensation study. Next meeting Dec. 17th. Metro Waste update on reducing food waste. Loffredo: Tax Payers of Central Iowa report on Zoom available to the public. Joseph Jones: thanked Windsor Heights Chamber for citizen of the year honor. Thanked Council for moving in the right direction. DART updates. Skeries: introduced as the next board member at Metro Waste. Thanked Chamber for Celebrate Windsor Heights. Videos from event will be posted on Chamber FB. Justin Ernst gave updates on the University Avenue project.

- B. Administration Reports: Administrator Durham gave updates on staff meetings with Metro Net and their plan to start installation in April. Daily email updates will be given and will be pushed out through the City Social Media.
8. **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 Mike Jones to convene into closed session at 7:35 PM. Seconded by Loffredo. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones - aye, and Harms – aye.
- B. Convene into Open Session: Motion by Harms to convene into open session at 7:41 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
- C. Consideration of 2017 Sidewalk Improvements Project Closeout - Settlement Agreement: Motion by Mike Jones to approve the 2017 Sidewalk Improvements Closeout Settlement Agreement. Seconded by Harms. Motion passed unanimously on a roll call vote.
- D. Consideration of 2017 Sidewalk Improvements Project Closeout - Change Order No. 5: Motion by Mike Jones to approve Change Order No. 5 – 2017 Sidewalks Improvements Project. Seconded by Skeries. Motion passed unanimously on a roll call vote.
- E. Consideration of 2017 Sidewalk Improvements Project Closeout - Final Pay Estimate No. 12 – Motion by Harms to approve Final Pay Estimate No. 12 – 2017 Sidewalk Improvements Project. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
9. **Adjourn:** Motion by Joseph Jones to adjourn the meeting at 7:43 PM. Seconded by Harms. Motion passed unanimously on a roll call vote.



Travis Cooke, City Clerk



Dave Burgess, Mayor