

City of Windsor Heights Regular Council Meeting Minutes
Tuesday, January 18, 2022 – 6:00 PM

1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Mike Jones called the meeting to order at 6:00 PM. Present: Susan Skeries, Joseph Jones, Michael Libbie, Lauren Campbell, and Threase Harms. Others present: City Administrator Dennis Durham, City Clerk Travis Cooke, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and City Attorney Matt Brick.

Mayor Jones encouraged the council to follow the Six Pillars of Character – Responsibility, Caring, Respect, Trustworthiness, Citizenship, and Fairness during his tenure as Mayor.

2. **Approval of the Agenda:** Motion by Libbie to approve the agenda. Seconded by Campbell. Motion passed 5-0.
3. **Public Hearing:**
 - A. Public Hearing on Ordinance No. 22-01 - An Ordinance Correcting a Scrivener's Error in the Code of Ordinances for the City of Windsor Heights: Motion by Harms to open the public hearing at 6:05. Seconded by Skeries. Motion passed 5-0. No public comments written or oral. Motion by Skeries to close the public hearing at 6:07 PM. Seconded by Libbie. Motion passed 5-0.
 - B. First Reading of Ordinance No. 22-01 - An Ordinance Correcting a Scrivener's Error in the Code of Ordinances for the City of Windsor Heights: Motion by Harms to approve the first reading of Ordinance No. 22-1. Seconded by Libbie. Motion passed 5-0.
 - C. Consider Waiving the Second and Third Readings of Ordinance No. 22-01 - An Ordinance Correcting a Scrivener's Error in the Code of Ordinances for the City of Windsor Heights and Move to Adopt: Motion by Skeries to waive the second and third readings of Ordinance No. 22-01 and move to adopt. Seconded by Harms. Motion passed 5-0.
4. **Public Forum:** None.
5. **Consent Agenda:** Motion by J. Jones to approve the consent agenda Items A-N. Seconded by Skeries. Motion passed 5-0.
 - A. Approve Minutes of the Regular Council Meeting on December 20, 2021
 - B. Approve Payment of Claims
 - C. Approve Financial Reports
 - D. Approve Liquor License - The Ridgemont - 7460 Hickman Road
 - E. Approve Liquor License - Puerto Rico Restaurant - 6611 University Ave Unit 101
 - F. Approve Liquor License - Sam's Club #6344 - 1101 73rd Street
 - G. Approve Liquor License - Kum & Go #4098 - 7229 University Avenue

- H. Approve Liquor License - Wal-Mart Supercenter #1764 - 1001 73rd Street
- I. Approve Liquor License - Hy-Vee Fast and Fresh - 7220 Hickman Road
- J. Approve Resolution No. 2022-01 - A Resolution Naming the Des Moines Register as the City's Official Newspaper
- K. Approve Resolution No. 2022-02 - A Resolution Naming City Depositories and Deposit Limits
- L. Approve Regional Representatives and Committee Assignments
- M. Approve Reappointment of David Knau to the Board of Adjustment
- N. Approve Moving the Monday, February 7, 2022 Meeting to Tuesday, February 8, 2022

6. New Business:

- A. New Airport Terminal Project Presentation - Kevin Foley, Executive Director of the Des Moines International Airport: Given.
- B. Consideration of Resolution No. 2022-03 - A Resolution of Support for the New Des Moines International Airport Terminal Project: Motion by Libbie to approve Resolution No. 2022-03. Seconded by Skeries. Motion passed 5-0.
- C. Consideration of Resolution No. 2022-04 - A Resolution Authorizing the City of Windsor Heights, Iowa to Submit an Application for Funding from the Federal Surface Transportation Block Grant Program (STBG) to the Des Moines Metropolitan Planning Organization (MPO) for the Partial Funding of the Construction of 73rd Street Phase 1 and Further Approving the Application which Obligates the City of Windsor Heights to Matching Funds for the Construction of Said Project: Motion by J. Jones to approve Resolution No. 2022-04. Seconded by Libbie. Motion passed 5-0.
- D. Consideration of Amendment to the Watershed Management Authority to Costshare an Outreach Coordinator Position: Motion by J. Jones to approve the amendment to the WMA agreement. Seconded by Skeries. Motion passed 5-0.
- E. Consideration of Council 2022 Goals and Objectives: Motion by Skeries to approve the 2022 Goals and Objectives. Seconded by Libbie. Motion passed 5-0.
- F. Consider Approval of Central Iowa Traffic Safety Task Force 28E: Motion by Skeries to approve the 28E. Seconded by Harms. Motion passed 5-0.
- G. Consideration of Resolution No. 2022-05 - A Resolution Setting the Time and Place for a Public Hearing on Ordinance No. 2022-02 - An Ordinance Amending Chapter 55 of the Code of Ordinances for the City of Windsor Heights Related to Animal Trapping: Motion by Skeries to approve Resolution No. 2022-05. Seconded by Harms. Motion passed 5-0.
- H. Consideration of Resolution No. 2022-06 - A Resolution Setting the Time and Place for a Public Hearing on Ordinance No. 2022-03 - An Ordinance Amending Chapter 40 of the Code of Ordinances for the City of Windsor Heights Related to Animal Trapping: Motion by Libbie to approve Resolution No. 2022-06. Seconded by Skeries. Motion passed 5-0.

- I. Consideration of Policy and Procedure for CEC Refund Requests: Motion by Skeries to approve the Policy and Procedure for CEC refund requests with the addition of an appeal option to the council for refund denials. Seconded by Harms. Motion passed 5-0.
- J. Consideration of the Citibot Subscription: Motion by Skeries to approve the Citibot subscription for an additional six months. Seconded by J. Jones. Motion passed 5-0.
- K. Consideration of Resolution No. 2022-07 - A Resolution Authorizing an Application to the Water Infrastructure Fund through the Iowa Finance Authority: Motion by J. Jones to approve Resolution No. 2022-07. Seconded by Libbie. Motion passed 5-0.
- L. Discussion of the Governing Body Rules of Procedure: Council came to a consensus to further discuss the rules of procedure at a future meeting.

7. Reports:

- A. Mayor and Council Reports and Committee Updates: Mayor Jones: department head meetings ongoing, open seat on the Sister Cities Commission, upcoming meeting with Bernadette Beck on affordable housing and homeless issues, upcoming meeting with Rep. Jennifer Konfrst on legislative issues, and upcoming Catch DSM board of directors meeting. Harms: MAC updates, infrastructure bill updates, Covid-19 updates, legislative updates, and exploring the implementation of the civil discourse program by Scott Raecker, Drake University. Campbell: Congratulations to Chief McCluskey for being voted in as the president of the Polk County Fire Chief's Association, thanked Dalton for resolving cross walk issue, Centerfield Bar opened, and congratulations to David Knau for his reappointment to the Board of Adjustment. Libbie: thanked Dan Morgan for his snow removal skills, thanked Dave and Barb Knau for their service to the city, and Covid-19 updates. J. Jones: DART updates and upcoming meeting to discuss homelessness in Polk County. Skeries: DART tour update, Metrowaste executive board meeting update, thanked public works for their work on clearing the streets after the last snowstorm, and thanked outgoing WH Chamber executive Edye Beckerman for her years of service to the WH Chamber and wished her good luck on her future endeavors.

B. Administration Reports

Public Safety Report: Given.

Public Works Report: Given.

Communications/Recreation Coordinator Report: Given.

- 8. **Adjourn:** Motion by Harms to adjourn the meeting at 7:20 PM. Seconded by Libbie. Motion passed 5-0.


Travis Cooke, City Clerk


Mike Jones, Mayor