

**City of Windsor Heights Regular Meeting Minutes**  
**Monday, April 19, 2021 - 6:00 PM Via Zoom**

1. **Call to Order:** Mayor Burgess called the meeting to order at 6:00 PM. Present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, 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 Matt Brick.
2. **Approval of the Agenda:** Motion by Joseph Jones to approve the agenda. Seconded by Loffredo. Motion passed 5-0.
3. **Public Forum:** None.
4. **Presentation from JEO Consulting Group on Flood Mitigation Analysis:** John Callen and Dan Fricke from JEO Consulting Group presented goals of a flood mitigation analysis to the council.
5. **Consent Agenda:** Motion by Harms to approve the consent agenda items A-F. Seconded by Skeries. Motion passed 5-0.
  - A. Approve Minutes of the Regular Council Meeting on April 5, 2021
  - B. Approve Minutes of the Council Work Session on April 5, 2021
  - C. Approve Payment of Claims
  - D. Approve Financial Reports
  - E. Metro Waste Authority Contract Renewal with Ankeny Sanitation - For Informational Purposes Only
  - F. Approve Appointment of Tyler Holtorf to the Planning and Zoning Commission
6. **New Business:**
  - A. Consideration of Resolution No. 2021-17 - A Resolution Authorizing the City of Windsor Heights, Iowa to Submit an Application for Funding from the Federal Member Directed Funding Program for the Partial Funding of 73rd Street: Motion by Harms to approve Resolution No. 2021-17. Seconded by Mike Jones. Motion passed 5-0.
  - B. Consideration of 73rd Street Pavement Marking between University and Center Street in the Amount of \$26,300: Motion by Harms to approve pavement marking quote from Quality Striping. Seconded by Mike Jones. Motion passed 5-0.
  - C. Consideration of 28E Agreement between the City and Wes Des Moines Community Schools for Cost Sharing of a Center Turn Lane on 73rd Street in Front of Clive Learning Academy: Motion by Harms to approve 28E agreement between the city and WDMCS. Seconded by Mike Jones. Motion passed 5-0.
  - D. Consideration of Pay Request No. 10 - 2020 Street Improvements Project (Allison and 69th) in the Amount of \$3,420.00: Motion by Harms to approve pay request No. 10 – 2020 Street Improvements Project. Seconded by Mike Jones. Motion passed 5-0.
  - E. Consideration of Pay Request No. 8 - University Avenue Project in the Amount of \$468,680.94: Motion by Mike Jones to approve Pay Request No. 8 – University Avenue Project. Seconded by Harms. Motion passed 5-0.

- F. Consideration of Resolution No. 2021-18 - A Resolution Setting Time and Place for a Public Hearing on Ordinance No. 21-03 - An Ordinance Amending Chapter 174.08 of the Windsor Heights Code of Ordinances Relating to Parking for Personal and Recreational Vehicles: Motion by Harms to approve Resolution No. 2021-18. Seconded by Loffredo. Motion passed 5-0.
- G. Consideration of Resolution No. 2021-19 - A Resolution Setting Time and Place for a Public Hearing on Ordinance No. 21-04 - An Ordinance Amending Chapter 97.01 of the Windsor Heights Code of Ordinances Relating to Storm Water: Motion by Mike Jones to approve Resolution No. 2021-19. Seconded by Harms. Motion passed 5-0.
- H. Consideration of Laserfiche Cloud Electronic Document Management Project in the Amount of \$8,500: Motion by Harms to approve Laserfiche Cloud Electronic Document Project with General Code. Seconded by Mike Jones. Motion passed 5-0.

7. **Reports:**

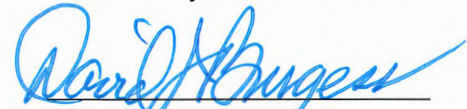
- A. Mayor and Council Reports and Committee Updates: Harms: MAC meeting legislative updates. Skeries: Thanked fire department for taking the Easter bunny around the community. Metro Waste updates. Questions on 73<sup>rd</sup> and University Ave.
- B. Administration Report: Given.
- C. Public Safety Report: Given.
- D. Public Works Report: Given.
- E. Communications/Recreation Coordinator Report: Given

8. **Closed Session** City Council will convene into closed session pursuant to Iowa Code 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 governmental body in that litigation.

- A. Convene Into Closed Session: Motion by Joseph Jones to convene into closed session at 6:56 PM. Seconded by Skeries. Roll call vote: Skeries – aye, Joseph Jones – aye, Mike Loffredo – aye, Mike Jones – aye and Threase Harms- aye. Motion passed 5-0.
- B. Convene Into Open Session: Motion by Loffredo to convene into open session at 7:25 PM. Seconded by Mike Jones. Motion passed 5-0.
- C. Consideration of Potential Council Action Based on Closed Session Discussion: Motion by Loffredo to not object to the settlement agreement between Elizabeth Hansen and ICAP. Seconded by Harms. Roll call vote: Loffredo – aye, Harms – aye, Mike Jones – aye, Joseph Jones – aye, and Skeries – aye. Motion passed 5-0.

9. **Adjourn:** Motion by Loffredo to adjourn the meeting at 7:28 PM. Seconded by Skeries. Motion passed 5-0.

  
Travis Cooke, City Clerk

  
Dave Burgess, Mayor