

City of Windsor Heights Regular Business Meeting Minutes
Monday, June 19, 2023 - 6:00 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST

1. Call to Order/Roll Call/Pledge of Allegiance

Mayor Jones called the meeting to order at 6:00 PM. Council members present: Susan Skeries, Michael Libbie, Lauren Campbell, Threase Harms, and Joseph Jones. Staff present: Finance Director/Interim City Administrator Rachelle Swisher, Deputy City Clerk Adam Strait, City Attorney Erin Clanton, Fire Chief Jim Mease, and Police Chief Pete Roth.

2. Approval of the Agenda

Motion by Michael Libbie to approve the Agenda. Seconded by Joseph Jones. Motion Passes 5-0.

3. Presentation from Tiffany Menke with the Urbandale/Windsor Heights Chamber of Commerce

Tiffany Menke discussed the recent merger of the Urbandale's and Windsor Heights' Chamber of Commerce

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.

None.

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

Motion by Michael Libbie to Approve the Consent Agenda Items A - F. Seconded by Joseph Jones. Motion passed 5-0.

A. Approve Minutes of the Regular Council Meeting on June 5, 2023

B. Approve Minutes of the Special Council Meeting on June 8, 2023

C. Approve Minutes of the Special Council Meeting on June 10, 2023

D. Approve Payment of Claims

E. Approve Financial Reports

F. Approve FY 24 Tobacco Permits

6. New Business:

A. Consideration of the Second Reading and Waiving the Third Reading of Ordinance No. 23-05 - An Ordinance Amending Chapter 55 of the Code of Ordinances for Windsor Heights Related to the Types and Numbers of Animals Permitted

Motion by Joseph Jones to Approve. Seconded by Michael Libbie. Motion passed 5-0.

B. Consideration of Resolution No. 2023-40 - A Resolution

Approving an Employment Agreement for the Next City
Administrator for the City of Windsor Heights

Motion by Michael Libbie to Approve. Seconded by Joseph Jones.
Motion passed 5-0.

C. Consideration of Pay Request 1 - 68th Street Reconstruction
Motion by Susan Skeries to Approve. Seconded by Michael Libbie.
Motion passed 5-0.

D. Consideration of Pay Request 2 - HMA Resurfacing Project 2023
Motion by Susan Skeries to Approve. Seconded by Michael Libbie.
Motion passed 5-0.

7. Reports:

A. Mayor, Council Reports and Committee Updates, and
Administration Reports

Given.

i Fire Department Report

ii Police Department Report

8. Adjourn

Motion by Joseph Jones to adjourn the meeting at 6:21 PM. Seconded by Threase Harms. Motion
passed 5-0.