

**ABRIDGED MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING
ON OCTOBER 6, 2022**

(Minutes to be approved at the October 20, 2022 meeting)

This meeting of the City of Norwalk City Council, on October 6, 2022 was held electronically and in person. Attendees could access the meeting via Zoom or attend in person.

Mayor Phillips called the City Council meeting to order at 6:00 P.M. Present at roll call: David Lester, Brian Baker, Ed Kuhl, Jaki Livingston (via Zoom) and Mayor Tom Phillips. Absent: Stephanie Riva. (RC = roll call vote)

Staff present included: Luke Nelson, City Manager; Jean Kelly, Finance Director; Lindsey Offenburger, City Clerk; Kerri Keyte, Human Resources Director; Jennifer Porter, Fire Chief; Greg Staples, Police Chief; Wayne Schwartz, Public Works Director; Luke Parris, Community Development Director; Hollie Zajicek (via Zoom), Economic Development Director; Jean Strable, Library Director; Jim Dougherty, City Attorney.

Pledge of Allegiance

Motion by Kuhl, seconded by Baker to approve the agenda as presented; carried unanimously, voice vote.

Welcome of Guests and Public Comment

Judy Corcoran, 1736 Bristol St. thanked the Council on behalf of Hometown Pride

Presentations

Introduction of Firefighter/Paramedic, Kari Davis

Consent Agenda

Motion by Kuhl, seconded by Baker to approve the consent agenda which included: Tax Abatements; September 15, 2022 minutes of the regular City Council meeting; 5-day Special Class C Liquor License for St. John the Apostle Catholic Church effective October 18, 2022 - October 22, 2022; **Resolution 22246**

setting October 20, 2022 for a Public Hearing regarding the Farms of Holland Planned Unit Development; **Resolution 22247** approving the Intergovernmental Agreement creating Metropolitan Des Moines Sister Cities Commission; **Resolution 22248** approving the appointment of Kyle Reeves to the Parks and Recreation Advisory Commission to fill a vacancy; **Resolution 22249** approving Pay Estimate No. 3 to Howrey Construction for the Great Western Trail Phase 3 Connection Project; **Resolution 22250** releasing cash surety of \$13,725 for Blooming Heights South Plat 1; **Resolution 22251** releasing completion bond of \$161,563 for Sunset Estates Plat 1; **Resolution 22252** ordering construction of certain public improvements (2022 PCC Street Rehabilitation), approving preliminary plans, and fixing a date for hearing thereon and taking of bids therefor; **Resolution 22253** to approve the execution of easements for the Beardsley Street and IA Hwy 28 Intersection Improvements Project; **Resolution 22254** approving starting wage for the newly hired part-time Firefighter/Paramedic, Nolan Brunsen; **Resolution 22255** approving the starting wage for the newly hired Code Enforcement Officer, Travis Brockett; **Resolution 22256** approving the starting wage for the newly hired Economic Development Specialist, Christopher Cataldo, **Resolution 22257** approving the starting wage for the newly hired Marketing & Communications Specialist, Tai Lieu; **Resolution 22258** approving an Agreement with Public Consulting Group for the Norwalk Fire Department; **Resolution 22259** to approve the purchase of a Public Works Street Vehicle; **Resolution 22260** approving the purchase of personal protective equipment; and expenditures, carried unanimously, RC.

| PAYEE | DESCRIPTION | AMOUNT | PAYEE | DESCRIPTION | AMOUNT |
|-------------------------|-----------------------------------|----------|---------------------------|-----------------------------|------------|
| ABT MAILCOM | UTILITY BILL PROCESSING & MAILING | 2,779.65 | MOTOROLA SOLUTIONS INC | 6 MOBILE RADIOS | 211,500.62 |
| ANKENY SANITATION | DUMPSTER SPORT COMPLEX | 106.00 | MUNICIPAL SUPPLY | FLAGS FOR MARKING | 2,054.62 |
| AUREON | ED INTERNET | 295.00 | NORTH WARREN TOWN & COUNT | PUBLICATIONS | 733.20 |
| AWE ACQUISITION INC | COMPUTER STATION | 4,094.50 | NORWALK SEASONAL SERVICES | WEED CONTROL APP @ MEDIANS | 396.00 |
| BAKER & TAYLOR INC | DVD | 1,693.20 | ONENECK IT SOLUTIONS LLC | CITY WIDE PHONE SYSTEM | 4,033.25 |
| BOLTON & MENK, INC | GWT PHASE 3 | 4,920.50 | ANNA STEGGERDA | SHELTER CANCELLATION REFUND | 15.00 |
| BOUND TREE MEDICAL, LLC | MEDICAL SUPPLIES | 1,939.35 | ISAAC LORS | YOUTH TENNIS REFUND | 127.00 |
| BRICK GENTRY PC | BEARDSLEY & HWY 28 | 880.00 | JEREMY GLOSSER | KITCHEN DEPOSIT | 25.00 |

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| | ROW ACQ | | | | REFUND | |
| CENTURYLINK | PHONE SERVICE | 1,946.51 | | PROCIRCULAR | CYBER SECURITY ANALYSIS | 841.34 |
| CFS INSPECTIONS | LADDER TESTING | 1,495.40 | | PROQUEST LLC | GENEALOGY DATABASES | 2,595.73 |
| CITY OF DES MOINES | FY 22 SISTER CITY REIMBURSEMENT | 184.29 | | RELIANT FIRE APPARATUS INC | PIERCE IMPEL RESCUE PUMPER | 534,534.25 |
| CITY OF WEST DES MOINES | SERT DUES | 900.00 | | SANDRY FIRE SUPPLY | GLOVES & BOOTS | 1,630.00 |
| CONTRACT SPECIALTY LC | FALL FERTILIZER FOR MCANINCH | 2,666.40 | | SHIVE-HATTERY | PORTION OF FINAL ENTRANCE SIGN DESIGN | 1,980.00 |
| DES MOINES ASPHALT & PAVING | E 17TH & NORTH AVE | 6,880.00 | | SNYDER & ASSOCIATES INC | HWY 28 & BEARDSLEY ST | 38,608.65 |
| DOUGHERTY LAW FIRM | CONTRACTUAL LEGAL FEES | 9,400.00 | | THE DUERSON CORPORATION | PS ROOF REPAIR | 774.59 |
| DOWNEY TIRE | TIRE REPAIR FOR 1051 | 134.97 | | TRUENORTH COMPANIES LC | HR SOFTWARE | 262.50 |
| EBSCO INFORMATION SERVICES | NOVELIST DATABASE | 1,277.00 | | UNPLUGGED WIRELESS COMMUNICATIONS LLC | STORM SIREN REPAIR | 18,500.00 |
| FOTH INFRASTRUCTURE & ENVIRONM, LLC | NORTH AVE TRAFFIC STUDY | 6,015.00 | | UPHDM OCCUPATIONAL MEDICINE | HEP B VACCINE- JONES, MCDOLE, MEEK, VRBAN) | 721.00 |
| FRAZER | MONITOR BRACKET | 1,040.00 | | ADRIENNE HARTIG | UTILITY DEPOSIT REFUND | 78.64 |
| GALLS | ALLOWANCES - UNIFORMS | 1,093.90 | | CHAD VANDERLINDEN | UTILITY DEPOSIT REFUND | 44.24 |
| GOPHER SPORT | 5 BOXES OF BASEBALLS FOR LITTLE SLUGGERS PROG | 644.00 | | DANIELLE SWIFT | UTILITY DEPOSIT REFUND | 3.84 |
| HIGH QUALITY PAINT | JIM'S OFFICE | 650.00 | | JAMES CLARK III | UTILITY DEPOSIT REFUND | 60.15 |
| HOWREY CONSTRUCTION | GWT CONNECTION PHASE 3 | 7,215.25 | | JODI JORDAN | UTILITY DEPOSIT REFUND | 6.98 |
| I-80 CONCRETE | NORWOOD DR CONCRETE- PATCHING STREETS | 3,089.75 | | KIM LAYLAND | UTILITY DEPOSIT REFUND | 60.78 |
| IMWCA | FY23 PREMIUMS INSTALLMENT #4 | 25,612.00 | | LOGAN KING | UTILITY DEPOSIT REFUND | 11.16 |
| IOWA DEPARTMENT OF TRANSPORTATION | SIGN TUBING & TELESPAR | 3,226.50 | | MIKI & CHIRS SCHMIDT | UTILITY DEPOSIT REFUND | 62.74 |
| IOWA PRISON INDUSTRIES | NO PARKING SIGNS | 78.00 | | SADIE PERRY | UTILITY DEPOSIT REFUND | 12.74 |
| JAMES OIL | FUEL | 21,515.00 | | ZACHARY CARNAHAN | UTILITY DEPOSIT REFUND | 62.74 |
| JARED OSTERLOH | FOOTWEAR REPLACEMENT | 96.25 | | BLUEBIRD RESIDENTIAL | UTILITY REFUND | 34.08 |
| JEAN KELLY | ILOC DINNER | 14.72 | | CAIN, MARY C/O KELLY | UTILITY REFUND | 68.91 |

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| JEREMY BAKER | REIMBURSEMENT - SAFETY GLASSES | 200.00 | GENESIS HOMES INC | UTILITY REFUND | 29.32 |
| KELTEK INCORPORATED | BODY WORN CAMERA REPAIR SYSTEM | 83.69 | GRACE ALLEN HOMES | UTILITY REFUND | 27.99 |
| LARRY WINDOWS | CH EXTERIOR | 95.00 | HAPPE HOMES | UTILITY REFUND | 34.40 |
| LASER RESOURCES | 3UA297291 | 89.27 | HOPKINS, ROBERT | UTILITY REFUND | 33.28 |
| LINDSEY OFFENBURGER | MILEAGE REIMBURSEMENT | 194.50 | KRM DEVELOPMENT | UTILITY REFUND | 160.79 |
| LOGAN CONTRACTORS SUPPLY | RENTAL OF PATCHER | 11,023.79 | MEYER, ALICIA | UTILITY REFUND | 64.16 |
| MARY JANE SHARP | PAYMENT FOR SERVICES | 546.00 | TANZANITE HOMES | UTILITY REFUND | 574.81 |
| MCCLURE ENGINEERING CO | NORWALK REGIONAL DETENTION POND | 6,960.00 | VEENSTRA & KIMM INC. | HOLLAND PLAT 5 | 61,332.78 |
| MICROMARKETING ASSOCIATES | BOOKS/FILMS | 268.15 | VERIZON WIRELESS | PHONE SERVICE | 1,888.92 |
| MICROSOFT CORPORATION | COMPUTER SCREEN FIX | 533.93 | YOUTH ENRICHMENT LEAGUE | YEL | 8,067.50 |
| MIDAMERICAN ENERGY | GAS/ELECTRIC | 21,464.63 | | | |
| MIDWEST ALARM SERVICES | PS FIRE ALARM SERVICE | 320.04 | | | |
| | | | | TOTAL | \$1,045,715.84 |

Old and New Business for Consideration, Discussion and Possible Action

Motion by Baker, seconded by Kuhl to approve **Resolution 22261** approving an agreement for engineering services for The Ridge at Echo Valley Assessment Project, carried unanimously, RC.

Motion by Kuhl, seconded by Lester to approve **Resolution 22262** approving the Preliminary Plat of Hughes Century Crossing Plat 7, carried unanimously, RC.

Motion by Baker, seconded by Kuhl to approve **Resolution 22263** approving the Final Plat of Scooter's Addition, carried unanimously, RC.

Motion by Lester, seconded by Kuhl to approve **Resolution 22264** approving the Site Plan of Scooter's Coffee Norwalk, carried unanimously, RC.

Motion by Kuhl, seconded by Baker to approve **Resolution 22265** accepting a Hughes Century Crossing Parkland Agreement, carried unanimously, RC.

Motion by Baker, seconded by Kuhl to approve **Resolution 22266** authorizing staff to expend up to \$10,000 for sewer service repairs at the Library and City Park, carried unanimously, RC.

Motion by Baker, seconded by Kuhl to approve **Resolution 22267** approving Development Agreement with HH Norwalk, LLC for easements and stormwater management, carried unanimously, RC.

Mayor announced a 5 minute recess at 6:31 p.m. Council Member Livingston left the meeting.

Back in session at 6:37 p.m.

Council Inquiries & Staff Updates

Presentation

Katie Routh, Charlotte Firside and Doris Kohns presented for A Mid-Iowa Organization Strategy and English Language Learners and introduced Zahara Mohamud and Foos Farah, recent United States Citizens.

Closed Session

Enter into 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 governmental body in that litigation.

Mayor Phillips asked City Attorney Jim Dougherty if this was a valid reason to enter into Closed Session. Jim Dougherty indicated it was a valid reason.

Motion by Lester, seconded by Kuhl to enter into Closed Session at 7:09 p.m., carried unanimously, RC.

Motion by Lester, seconded by Kuhl to adjourn Closed Session at 7:27 p.m., carried unanimously, RC.

Motion by Kuhl, seconded by Baker to adjourn at 7:28 p.m., carried
unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk