

ABRIDGED MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING ON NOVEMBER 3, 2022

(Minutes to be approved at the November 17, 2022 meeting)

This meeting of the City of Norwalk City Council, on November 3, 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, Stephanie Riva, Ed Kuhl, Jaki Livingston and Mayor Tom Phillips. Absent: None. (RC = roll call vote)

Staff present included: Luke Nelson, City Manager; Jean Kelly, Finance Director; Kaylen Petullo, Deputy City Clerk; Kerri Keyte, Human Resources Director; Jennifer Porter, Fire Chief; Greg Staples, Police Chief; Wayne Schwartz, Public Works Director; Robin Leaper, Parks & Recreation Director; Luke Parris, Community Development Director; Hollie Zajicek, Economic Development Director; Jean Strable, Library Director; Jim Dougherty, City Attorney.

Pledge of Allegiance

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

Welcome of Guests and Public Comment

Presentations

Introduction of Medical Director, Brian Jennett
Audit Presentation - Denman & Company

Consent Agenda

Motion by Lester, seconded by Livingston to approve the consent agenda which included: October 20, 2022 minutes of the regular City Council meeting; Renewal Special Class C Liquor License Sunday Sales for Villagio Italian Restaurant; **Resolution 22281** setting November 17, 2022 for a Public Hearing regarding an update to the Norwalk Comprehensive Plan; **Resolution 22282**

approving a two-year extension of Audit Agreement with Denman & Company; **Resolution 22283** appointing Wayne Schwartz to the Central Iowa Water Works Technical Committee; **Resolution 22284** authorizing the Chief of Police to execute a 28E Agreement with the Iowa Alcoholic Beverage Division for compliance checks on tobacco, alternative nicotine and vapor product vendors; **Resolution 22285** approving the Iowa Department of Transportation Statement of Completion and Final Acceptance of Work for the Great Western Trail Connection Phase 2 Project; **Resolution 22286** approving 28E Agreement to continue membership with the Safety Coalition of Central Iowa; Approve FY24 Tax Increment Financing (TIF) Certification; Approve the FY22 Annual Financial Report (AFR); Request to advance the Seasonal Office Assistant position to Part-Time Office Assistant position for Parks and Recreation; and expenditures, carried unanimously, RC.

PAYEE	DESCRIPTION	AMOUNT	PAYEE	DESCRIPTION	AMOUNT
ANKENY SANITATION	DUMPSTER @ MCANINCH SPORT COMPLEX	107.36	LINDQUIST FORD INC	2022 FORD SUPER DUTY F350	48,813.17
BAKER & TAYLOR INC	DVDS	1,358.37	LOGAN CONTRACTORS SUPPLY	REPAIR TO EQUIPMENT-AIR COMP	2,612.43
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	28.78	MATHESON TRI-GAS, INC.	OXYGEN	1,484.54
BOWEN DESIGN LLC	BASKETBALL SHIRTS	981.40	METRO WASTE AUTHORITY	COLLECTION COSTS	140,710.73
BROAD REACH	BOOKS AND FILMS	85.80	MICROMARKETING ASSOCIATES	BOOKS/FILMS	83.33
CENTER POINT PUBLISHING	BOOKS	27.27	MIDAMERICAN ENERGY	GAS/ELECTRIC	17,100.84
CENTRAL IOWA PEST CONTROL SERVICES INC	PEST CONTROL - PUBLIC SAFETY	200.00	MOTOROLA SOLUTIONS INC	2 PORTABLE RADIOS	9,499.00
CENTURYLINK	PHONE SERVICE	1,656.09	NORTH WARREN TOWN & COUNT	PUBLICATIONS	297.62
COLBY MARTIN	AMENDED TAX RETURN FILING FEE	90.00	NORWALK READY-MIXED CONCRETE	CONCRETE- STREETS-SNYDER	237.10
CTI READY MIX, LLC	CONCRETE - STREETS-RICHARD GEORGE	4,610.50	NORWALK SEASONAL SERVICES	NUISANCE ABATEMENTS	290.00
DOUGHERTY LAW FIRM	CONTRACTUAL LEGAL FEES	9,400.00	ONENECK IT SOLUTIONS LLC	CITY WIDE PHONE SYSTEM	374.85
FOTH INFRASTRUCTURE & ENVIRONM, LLC	NORTH AVE TRAFFIC STUDY	7,715.00	PROCIRCULAR	CYBER SECURITY ANALYSIS	841.34
GALLS LLC	ALLOWANCES -	780.80	REGISTER	PUBLICATION	18.12

	UNIFORMS			MEDIA	
GET SOME GUNS LLC	OUTER VEST CARRIER-SLAGLE & ALCORN	550.00		RESULTANT	3 WORKSPACE GOOGLE 105.75
GREG STAPLES	IACP- UBER TO CONFERENCE	53.72		SENECA COMPANIES	LABOR FOR FUEL MASTER 213.00
ICON	ICON WATER TRAILS	5,000.00		SHELBY HISEL	CONTRACT WORK-WEBSITE 513.45
IOWA LANDSCAPE GROUP	REPAIRS TO IRRG @ 922 NORWOOD DR	266.94		SNYDER & ASSOCIATES INC	HWY 28 & BEARDSLEY ST 29,877.27
IOWA LAW ENFORCEMENT ACADEMY	IPMBA INSTRUCTOR SCHOOL	650.00		STARNET TECHNOLOGIES	QUARTERLY NCC MONITORING OF BEARDSLEY LIFT STN 180.00
JAMES OIL COMPANY LLC	FUEL	11,007.26		STEW HANSEN	22 RAM 1500 4WD CREW CAB 39,453.00
JARED SLAGLE	NON DUTY FIREARM HOLSTER TO BE USED FOR TRAINING DAYS	53.49		STRATUS BUILDING SOLUTIONS	CLEANING SERVICES 1,096.00
JENN PORTER	EYEGLASSES	59.40		LANCE LYNDE	UTILITY DEPOSIT REFUND 23.06
KAYLA BECKER	MILEAGE REIMBURSEMENT	9.81		VEENSTRA & KIMM INC.	DUNN PROPERTY 58,635.51
KELTEK INCORPORATED	SCANNER REPAIR	2,360.31		VISION CUSTOM SIGNS & GRAPHIC	GRAPHICS 1,101.68
LARRY WINDOWS	CH EXTERIOR	340.00		WOOD ROOFING COMPANY	PS ROOF REPAIR 2,985.75
LENER PUBLISHING GROUP	BOOKS	174.92			TOTAL \$404,114.76

Old and New Business for Consideration, Discussion and Possible Action

Public Hearing regarding the 2022 PCC Street Rehabilitation Project

Mayor Phillips opened the public hearing at 6:10 p.m. Wayne Schwartz presented the project. Kaylen Petullo reported receiving no oral or written comments. Mayor Phillips closed the public hearing at 6:11 p.m.

Motion by Livingston, seconded by Lester to approve **Resolution 22287** approving plans, specifications, form of contract and estimate of cost for the 2022 PCC Street Rehabilitation Project, carried unanimously, RC.

Motion by Lester, seconded by Livingston to approve **Resolution 22288** awarding Contract for the 2022 PCC Street Rehabilitation Project, carried unanimously, RC.

Jim Dougherty indicated the initial low bid was non-compliant due to an incorrect bid form, therefore the bid was awarded to I-80 Concrete.

Motion by Livingston, seconded by Riva to approve **Resolution 22289** approving Contract and Bond for the 2022 PCC Street Rehabilitation Project, carried unanimously, RC.

Motion by Baker, seconded by Lester to approve the FY 2022 Financial Audit Report, carried unanimously, RC.

Motion by Riva, seconded by Kuhl to approve **Resolution 22290** approving the FY 2022 Annual Urban Renewal Area (URA) Report, carried unanimously, RC.

Motion by Baker, seconded by Riva to approve **Resolution 22291** approving the Preliminary Plat of Dunn Property Plat 1, carried unanimously, RC.

Motion by Livingston, seconded by Riva to approve **Resolution 22292** accepting infrastructure and approving the Final Plat of Farms of Holland Plat 5, carried unanimously, RC.

Motion by Livingston, seconded by Kuhl to approve **Resolution 22293** accepting infrastructure and approving the Final Plat of Norwalk Central Plat 1, carried unanimously, RC.

Motion by Livingston, seconded by Riva to approve **Resolution 22294** authorizing execution of a Contract Addendum with Denovo for CORE Civil Construction Management, carried unanimously, RC.

Motion by Lester, seconded by Livingston to pass the first reading of an Ordinance amending Chapter 177, Rates and Fees, of the Norwalk Municipal Code, carried unanimously, RC.

Motion by Baker, seconded by Lester to pass the first reading of an Ordinance amending Chapter 160 Residential Code, of the Norwalk Municipal Code by adopting the 2021 International Residential Code with Amendments, carried unanimously, RC.

Motion by Lester, seconded by Livingston to pass the second reading of an Ordinance amending the Farms of Holland Planned Unit Development to add “Car Wash” as an approved use in PUD Parcel 5, carried unanimously, RC.

Council Member Kuhl asked for answers regarding noise and light from a car wash before the third reading of the above referenced Ordinance.

Motion by Livingston, seconded by Kuhl to pass the second reading of an Ordinance amending Chapter 176 Subdivision Regulations of the City of Norwalk, Iowa to update Storm Water Regulations, carried unanimously, RC.

Council Inquiries & Staff Updates

Motion by Livingston, seconded by Riva to adjourn at 7:11 p.m., carried unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk