

**ABRIDGED MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING  
ON FEBRUARY 16, 2023**

(Minutes to be approved at the March 2, 2023 meeting)

**This meeting of the City of Norwalk City Council, on February 16, 2023 was held electronically and in person. Attendees could access the meeting via Zoom or attend in person.**

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

Staff present included: Luke Nelson, City Manager; Lindsey Offenburger, City Clerk; Kerri Keyte, Human Resources Director; Jenn 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; and Jim Dougherty, City Attorney.

**Pledge of Allegiance**

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

**Welcome of Guests and Public Comment**

**Consent Agenda**

Motion by Baker, seconded by Riva to approve the consent agenda which included: February 2, 2023 minutes of the regular City Council meeting; Special Event Application for a Fundraising Event at City Park on May 13, 2023, for suicide prevention through the AFSP; Set Public Hearing for March 2, 2023 to approve the FY24 Budget; **Resolution 23046** setting March 2, 2023 for a Public Hearing regarding the establishment of the HH Norwalk Planned Unit Development; **Resolution 23047** setting March 2, 2023 for a Public Hearing regarding an Amendment to the Brody's Landing Planned Unit Development

Parcel A Land Uses; **Resolution 23048** approving Pay Estimate No. 2 to Des Moines Water Works for G14 Feeder Main Project; **Resolution 23049** approving an Agreement with The Shredder for participation in the 2023 Residential Paper Shredding Program; **Resolution 23050** approving an Agreement with SPI Des Moines for participation in the 2023 Residential White Goods Program; **Resolution 23051** approving an Agreement with Metro Waste Authority for participating in the 2023 Residential Scrap Tire Program; **Resolution 23052** approving an Agreement with A-Tec Recycling for the 2023 Residential E-Waste Disposal Program; **Resolution 23053** to approve Pay Estimate No. 1 to Electric Conduit Construction Company for Sunset Drive/IA Hwy 28 and North Avenue Intersection Improvements Project; **Resolution 23054** to approve the purchase of a Public Works Street Vehicle; **Resolution 23055** approving Field and Ride-Along Agreement with DMACC; Correspondence; Monthly Reports; and expenditures, carried unanimously, RC.

PAYEE	DESCRIPTION	AMOUNT	PAYEE	DESCRIPTION	AMOUNT
ANKENY SANITATION	20 YD FLAT EMPTY/RETURN	344.00	DANIEL BINDEL	DADDY & ME CANCELLATION	30.00
AUREON	INTERNET SERVICE-PS	962.64	JUSTIN LOWRY	DADDY & ME CANCELLATION	34.50
BAKER & TAYLOR INC	BOOKS	621.56	PENWORTHY COMPANY	BOOKS/FILMS	213.52
BEELINE + BLUE	NORWALK FIELDHOUSE DRAWINGS	1,107.05	PHILIP L. ASCHEMAN	OFFICER CHECK INS	2,600.00
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	973.58	POLICE EXECUTIVE RESEARCH	MEMBER DUES	200.00
CDW GOVERNMENT INC	LIBRARY LAPTOPS	9,017.52	PROCIRCULAR	CYBER SECURITY MONTHLY FEE	841.34
CENTURYLINK	LONG DISTANCE	1,455.07	RESULTANT	WORKSPACE BUS PLUS - GOOGLE LICENSE	20,343.96
CITY OF CLIVE	IMAGE TREND ANNUAL SOFTWARE	5,161.36	SIMMERING-CORY INC	2022 CODIFICATION	5,265.00
CITY OF DES MOINES	MARCH 2023 WRA PMT	108,150.25	SNYDER & ASSOCIATES INC	HWY 28 & NORTH AVE	13,124.02
CITY OF WEST DES MOINES	WESTCOM FY 22/23	29,326.52	TRUCK CENTER COMPANIES EAST LLC	DUMP TRUCK	209,589.00
DENOVO	NORWALK CENTRAL PM	47,731.59	TRUNORTH COMPANIES, LC	HR SOFTWARE	311.25
DES MOINES REGISTER MEDIA	NOTICE OF PUBLIC HEARING	22.18	UNPLUGGED WIRELESS COMMUNICATIONS LLC	RADIO INSTALL - E611	2,297.00
DES MOINES WATER WORKS	G14 FEEDER MAIN	593,019.49	UPHDM OCCUPATIONAL MEDICINE	NEW EMPLOYEE DRUG SCREENING - OLSON	133.25

DOWNEY TIRE	POLICE CAR TIRES	319.30	EMILY MCCAULEY	UTILITY DEPOSIT REFUND	12.74
ELECTRIC CONDUIT CONSTRUCTION COMPANY	NORTH AVE/HWY 28 INT PROJECT	29,394.87	MATTHEW NIELSEN	UTILITY DEPOSIT REFUND	7.25
FEH ASSOCIATES INC	BUILDING PROGRAM - FINAL PMT	1,000.00	ADAM LOGAN & BAILEY CRATON	UTILITY DEPOSIT REFUND	62.74
FIRE RECOVERY EMS LLC	JAN BILLING FEES	1,455.02	STEVEN & KELLY JORDAN	UTILITY DEPOSIT REFUND	62.63
FOTH INFRASTRUCTURE & ENVIRONM, LLC	N AVE TRAFFIC STUDY	1,504.00	NORM FORGET	UTILITY REFUND	541.95
GALLS LLC	ALLOWANCES-UNIFORMS	1,716.06	ANGELA CARY	UTILITY REFUND	39.97
HOLT PLUMBING & HEATING, INC	PS BUILDING REPAIR	180.83	SCOTT NORTON	UTILITY REFUND	37.26
IOWA COMMUNICATIONS NETWORK	INTERNET SERVICE	352.50	SAGE HOMES INC	UTILITY REFUND	61.46
IOWA ONE CALL	LOCATION NOTIFICATIONS	158.60	BEN SCHULTE CONSTRUCTION	UTILITY REFUND	15.25
JAMES OIL COMPANY LLC	FUEL	19,134.32	KRM DEVELOPMENT	UTILITY REFUND	140.32
MICROMARKETING ASSOCIATES	BOOKS/FILMS	46.80	VEENSTRA & KIMM INC.	CHAMPION XPRESS CAR WASH SITE PLAN	13,621.34
MIDAMERICAN ENERGY	GAS/ELECTRIC	23,029.40	VERIZON WIRELESS	CELL SERVICE	2,009.12
MUNICIPAL SUPPLY	SINGLE PORT MXU'S	14,518.02	WARREN COUNTY RECORDER	WARREN CO RECORDER	17.00
NORTH WARREN TOWN & COUNT	PUBLICATIONS	77.94	WELLS FARGO BANK	CREDIT CARD PURCHASES	31,009.67
NORWALK SEASONAL SERVICES	NUISANCE ABATEMENT - LAWN CARE	2,750.00		<b>TOTAL</b>	<b>1,196,152.01</b>

City of Norwalk			
January 2023 Revenues			
Fund	Revenues	Fund	Revenues
General	\$ 334,152.96	NCIS Infrastructure	\$ -
Trust & Agency	\$ 2,200.00	Water Utility	\$ 257,601.03
Road Use Tax	\$ 134,091.60	Water bond/sinking fund	\$ -
Special Revenue	\$ 8,708.78	Water Improvement	\$ 5,607.10
T&A Self Funding	\$ 25,000.00	Water T&A	\$ 2,916.46
LOSST	\$ 116,476.72	Water Reserve	\$ -
TIF	\$ 34,356.30	Sewer Utility	\$ 319,833.41
HIDTA forfeiture	\$ -	Sewer Improvement	\$ -
Economic Development	\$ -	Sewer equipment replacement	\$ -
T&A Plumbers Bonds	\$ -	Storm Water	\$ 52,099.81
T&A Library Trust	\$ 1,416.84	Storm water equipment replacement	\$ -
T&A Park Trust	\$ 1,203.39	Warren Water Buyout	\$ 60,503.49
Debt Service	\$ 54,546.58		
Capital Improvements	\$ 91,563.00	<b>Total Monthly Revenues</b>	<b>\$ 1,502,277.47</b>

## Old and New Business for Consideration, Discussion and Possible Action

### Public Hearing regarding FY24 Capital Improvement Plan (CIP) Budget

Council Member Kuhl opened the public hearing at 6:06 p.m. Jean Kelly presented the FY24 CIP Budget. Lindsey Offenburger reported receiving no oral or written comments. Council Member Kuhl closed the public hearing at 6:21 p.m.

Motion by Riva, seconded by Baker to approve **Resolution 23056** adopting the City of Norwalk FY24 Capital Improvement Plan (CIP) Budget, carried unanimously, RC.

### Public Hearing to dispose of real property (Parcel A, a part of Outlot Z in Sunset Estates Plat 3)

Council Member Kuhl opened the public hearing at 6:25 p.m. Jim Dougherty presented the item. Lindsey Offenburger reported receiving no oral or written comments. Council Member Kuhl closed the public hearing at 6:26 p.m.

Motion by Lester, seconded by Baker to approve **Resolution 23057** relative to the disposal of real estate owned by the City of Norwalk, Iowa (Parcel A, a part of Outlot Z in Sunset Estates Plat 3), carried unanimously, RC.

### **Public Hearing to dispose of real property (Parcel B, a part of Outlot Z in Sunset Estates Plat 3)**

Council Member Kuhl opened the public hearing at 6:27 p.m. Jim Dougherty presented the item. Lindsey Offenburger reported receiving no oral or written comments. Council Member Kuhl closed the public hearing at 6:28 p.m.

Motion by Lester, seconded by Baker to approve **Resolution 23058** relative to the disposal of real estate owned by the City of Norwalk, Iowa (Parcel B, a part of Outlot Z in Sunset Estates Plat 3), carried unanimously, RC.

Motion by Riva, seconded by Lester to approve **Resolution 23059** approving a contract with the Mid-Iowa Planning Alliance to administer the Norwalk Rehabilitation Assistance Program, carried unanimously, RC.

Motion by Lester, seconded by Riva to pass the second reading of an Ordinance amending the Hughes Century Crossing Planned Unit Development, carried unanimously, RC.

### **Discussion and feedback regarding proposed Raun Farm East Development**

Luke Parris and Dean Roghair with CDA presented the proposed development for this area. General consensus from Council was to move forward with the development plans and bring them forward at the appropriate time.

### **Council Inquiries & Staff Updates**

Motion by Baker, seconded by Riva to adjourn at 7:20 p.m., carried unanimously, voice vote.

---

Tom Phillips, Mayor

---

Lindsey Offenburger, City Clerk