

**ABRIDGED MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING  
ON 7-21-2022**

(Minutes to be approved at the August 4, 2022 meeting)

**This meeting of the City of Norwalk City Council, on July 21, 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; Lindsey Offenburger, City Clerk; Kerri Keyte, Human Resources Director; Jenn Porter, Fire Chief; Kirk Westvold, Assistant Police Chief; Luke Parris, Community Development Director; Hollie Zajicek, Economic Development Director; Jim Dougherty, City Attorney; Elliot Klimowski, City Planner.

**Pledge of Allegiance**

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

**Dedicated Work Session**

Elliot Klimowski presented information to Council regarding Temporary Sign Code Enforcement

**Welcome of Guests and Public Comment**

**Consent Agenda**

Motion by Livingston, seconded by Riva to approve the consent agenda which included: June 30, 2022 minutes of the special City Council meeting; July 7, 2022 minutes of the regular City Council meeting; Renewal Class C Liquor License with Outdoor Service and Sunday Sales for Outskirtz - September 1, 2022 - August 31, 2023; **Resolution 22191** to approve Pay Estimate No. 3 to Sternquist Construction for Sunset Drive/IA Hwy 28 and North Avenue Intersection

Improvements; **Resolution 22192** setting August 4, 2022 for a Public Hearing regarding a Zoning Amendment to change 1010 Sunset Drive from R-2 One and Two Family Residential to C-3 Highway Service Commercial; **Resolution 22193** approving new Job Descriptions for Chief Building Official, Building Inspector I, and Building Inspector II; **Resolution 22194** accepting the Certificate of Completion for the Windflower and Sharon Heights Neighborhood Drainage Improvements Project and release of Retainage to Progressive Structures; **Resolution 22195** approving Pay Estimate No. 8 to S.M. Hentges & Sons, Inc. for Northwest Service Trunk Sewer Extension Project; **Resolution 22196** to approve purchase of a Track Loader; Street Closure Application for City of Norwalk Color Run - July 25, 2022; **Resolution 22197** approving Intergovernmental Agreement for the operations of Image Trend (joint Fire & EMS Records Management System) by the cities of Clive, Grimes, Johnston, Norwalk, Urbandale, Waukee & Windsor Heights; **Resolution 22198** approving updated Firefighter Paramedic Job Descriptions; monthly reports; correspondence; and expenditures, carried unanimously, RC.

PAYEE	DESCRIPTION	AMOUNT	PAYEE	DESCRIPTION	AMOUNT
ADVANCED PROBLEM SOLUTIONS	REPAIRS TO CO MONITORING SYSTEM	4,434.80	NORWALK READY-MIXED CONCRETE	CONCRETE- STREETS- CANDLEWICK	920.00
ANKENY SANITATION	EMPTY / RETURN 20 YD FLAT	410.70	NORWALK SEASONAL SERVICES	NUISANCE-BRUSH CLEANUP/REMOVAL	375.00
A-TEC RECYCLING INC.	E WASTE DISPOSAL- DROP OFF EVENT	7,071.82	ONENECK IT SOLUTIONS LLC	BASE USB CHG	10,862.52
AUREON	ED INTERNET	295.00	MATT NIELSEN	REFUND ESPORTS PASS	40.00
BARCO MUNICIPAL PRODUCTS	ROAD SIGNS	992.24	PHUC LAM	551 BEARDSLEY SEWER CONNECTION REIMBURSEMENT	5,000.00
BEST PORTABLE TOILETS	2 PORTABLE TOILETS AT MCANINCH	206.00	POOL TECH INC.	POOL CHEMICALS	1,817.81
BISHOP ENGINEERING	HUGHES NORWALK CENTRAL SPORTSPLEX	37,219.38	PROGRESSIVE STRUCTURES	RETAINAGE - WINDFLOWER DRAINAGE IMPROVEMENTS	10,471.66
BOWEN DESIGN LLC	T BALL SHIRTS	2,026.00	S & P GLOBAL RATINGS	2022A BOND FEES	18,900.00
BROADLAWNS MEDICAL CENTER	MEDICAL RECORDS REQUEST	127.30	S.M. HENTGES & SONS, INC.	NW SERVICE AREA TRUNK SEWER EXT	80,010.67
BROWN EQUIPMENT	NEW MOWER TIRE - PARKS	135.00	SCHNEIDER GRAPHICS INC	DECAL INSTALLATION-A627	161.23
BURGIN DRAPERY WORKROOM INC	SHADES CONFERENCE	798.00	SNYDER & ASSOCIATES INC	HWY 28/ BEARDSLEY IMP	57,837.08

	ROOM				
CARLA KUEHL-PURDUM	REIMBURSE EXPENSES - CITY PARK FLOWERS	186.90	STERNQUIST CONSTRUCTION, INC	IA HWY 28 & NORTH AVE INT IMP	212,577.86
CITY OF DES MOINES	AUG 2022 WRA PAYMENT	119,660.88	TIM HILDRETH CO	FD BUILDING REPAIR	395.43
CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	14,225.00	TRANSPARENT LANGUAGE INC	ANNUAL SUBSCRIPTION	300.00
CTI READY MIX, LLC	CANDLEWICK-CONCRETE-STREETS	1,168.50	TRUENORTH COMPANIES LC	HR SOFTWARE	262.50
DES MOINES WATER WORKS	2750 CUMMING AVE	24,097.53	UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	DOT RANDOM DRUG-BROCKETT & MCDOLE	168.00
DOUGHERTY LAW FIRM	CONTRACTUAL LEGAL FEES	6,250.00	UNPLUGGED WIRELESS COMMUNICATIONS LLC	STORM SIREN BATTERIES & REPAIR	4,545.00
ELLIOT KLIMOWSKI	FY23 EDUCATION INCENTIVE AGREEMENT	1,750.00	BLUEBIRD RESIDENTIAL RENOVATIONS	UTILITY DEPOSIT REFUND	64.00
FIRE RECOVERY EMS LLC	JUNE BILLING FEES	2,981.88	JUSTIN EDGINTON	UTILITY DEPOSIT REFUND	30.00
GALLS	ALLOWANCES-UNIFORMS	1,437.95	LAURA LUNDBERG	UTILITY DEPOSIT REFUND	8.92
HOTSY CLEANING SYSTEMS	FLEETWASH	494.00	MISTY TRIMBLE	UTILITY DEPOSIT REFUND	2.43
I-80 CONCRETE	CONCRETE-STORM-5313 WAKONDA	3,076.00	PAT & MISTY HARFORD	UTILITY DEPOSIT REFUND	18.25
IMWCA	FY23 INSTALLMENT #1	25,612.00	SUSAN KRIDER	UTILITY DEPOSIT REFUND	29.75
IOWA CONCRETE LEVELING	CANDLEWICK LEVELING WORK	1,350.00	SUZANNE CURRENT	UTILITY DEPOSIT REFUND	65.92
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER SUPPLY FEE	1,409.73	WADE KARP	UTILITY DEPOSIT REFUND	26.04
IOWA EMPLOYMENT CONFERENCE	CONFERENCE REGISTRATION KEYTE	325.00	ALBIN, DAVID	UTILITY REFUND	14.58
JACOB PEMBERTON	MILEAGE REIMBURSEMENT	28.00	HEMER, MORGAN & JERE	UTILITY REFUND	35.90
JAMES OIL COMPANY LLC	GASOHOL & STATE TAX	7,983.94	HUBBELL HOMES LC	UTILITY REFUND	98.84
JENN PORTER	MILEAGE REIMBURSEMENT	226.88	JD CONSTRUCTION	UTILITY REFUND	33.49
JOHNSON CONTROLS	FD BUILDING REPAIR	280.00	KRUSE CONSTRUCTION	UTILITY REFUND	198.87
KELLY MILLER	MILEAGE REIMBURSEMENT	156.25	LEVERMAN, FRED	UTILITY REFUND	20.00
LANE INSURANCE	PROPERTY/LIABILIT	236,263.00	SUMMIT HOMES	UTILITY REFUND	31.60

AGENCY INC	Y INSURANCE FY23				
LARRY WINDOWS	PS WINDOW CLEANING	90.00	SUNDANCE HOMES LLC	UTILITY REFUND	22.01
LEGACY GOLF CLUB INC	LEGACY LIFT STATION TRAIL MAINT AGR - FY23	1,700.00	TANZANITE HOMES	UTILITY REFUND	71.90
LOGAN CONTRACTORS SUPPLY	QUICK DOWELS FOR SAW	29,053.25	UNIQUE HOMES	UTILITY REFUND	77.51
MCCLURE ENGINEERING CO	REGIONAL DETENTION FACILITY	1,067.50	VAN-WALL EQUIPMENT, INC	GATOR ENGINE SEIZED UP REPAIR	1,048.41
METRO WASTE AUTHORITY	COLLECTION COSTS	55,849.22	VENDNOVATION LLC	SOFTWARE LICENSE FOR MEDICATION VENDING MACHINE	1,200.00
MID IOWA ASSOC OF LOCAL GOVERNMENTS	LOCAL MAYOR'S GROUP	711.15	VERIZON WIRELESS	PHONE SERVICE	1,993.56
MIDAMERICAN ENERGY	GAS/ELECTRIC	19,558.95	WARREN COUNTY ASSESSOR	GIS SUPPORT	15,300.00
MUNICIPAL SUPPLY	WATER METER	355.00	WEBSTER ELECTRIC	REFUND FOR OVERPAYMENT	659.00
NICHE ACADEMY	YOUTH RECREATION PLATFORM ANNUAL SUBSCRIPTION	500.00	WELLS FARGO BANK	CREDIT CARD PURCHASES	33,543.33
NICOLE BERGER	TENNIS	1,143.00	WITMER PUBLIC SAFETY GROUP	FORCIBLE ENTRY DOOR	8,124.42
NORTH WARREN TOWN & COUNT	PUBLICATIONS	787.47		<b>TOTAL</b>	<b>1,080,858.71</b>

City of Norwalk			
June 2022 Revenues			
Fund	Revenues	Fund	Revenues
General	\$ 477,164.51	NCIS Infrastructure	\$ -
Trust & Agency	\$ 20.00	Water Utility	\$ 243,378.44
Road Use Tax	\$ 269,266.29	Water bond/sinking fund	\$ -
Special Revenue	\$ 8,904.25	Water Improvement	\$ 6,931.48
T&A Self Funding	\$ -	Water T&A	\$ 8,770.14
LOSST	\$ 122,664.55	Water Reserve	\$ -
TIF	\$ 35,440.70	Sewer Utility	\$ 264,498.14
HIDTA forfeiture	\$ -	Sewer Improvement	\$ -
Economic Development	\$ -	Sewer equipment replacement	\$ -
T&A Plumbers Bonds	\$ -	Storm Water	\$ 52,181.17

T&A Library Trust	\$ 1,931.88	Storm water equipment replacement	\$ -
T&A Park Trust	\$ 835.24	Warren Water Buyout	\$ 231.78
Debt Service	\$ 113,902.33		
Capital Improvements	\$ -	<b>Total Monthly Revenues</b>	<b>\$ 1,606,120.90</b>

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

Motion by Baker, seconded by Kuhl to approve **Resolution 22199** authorizing and approving a Loan Agreement, providing for the issuance of \$18,935,000 General Obligation Corporate Purpose Bonds, Series 2022A and providing for the levy of taxes to pay the same, carried unanimously, RC.

Motion by Riva, seconded by Livingston to approve **Resolution 22200** approving City Attorney Contract, carried unanimously, RC.

Motion by Kuhl, seconded by Riva to approve **Resolution 22201** to approve the first reading of an Ordinance to amend the Municipal Code of the City of Norwalk, Iowa by amending Chapter 103 relating to the regulation of industrial wastewater and commercial wastewater, carried unanimously, RC. Council Member Kuhl asked for the consideration of the second and third readings of the above Ordinance to be considered at the August 4, 2022 council meeting.

Motion by Livingston, seconded by Riva to pass the final reading of **Ordinance 22-22** creating a new Chapter 89, Cross Connections and Backflow Prevention, to the Norwalk Municipal Code, carried unanimously, RC.

### Council Inquiries & Staff Updates

Comprehensive Plan Update by Luke Parris.

Motion by Livingston, seconded by Riva to adjourn at 6:53 p.m., carried unanimously, voice vote.

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Tom Phillips, Mayor

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Lindsey Offenburger, City Clerk