

**ABRIDGED MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING
ON AUGUST 18, 2022**

(Minutes to be approved at the September 1, 2022 meeting)

This meeting of the City of Norwalk City Council, on August 18, 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 (via Zoom), Brian Baker, Stephanie Riva, Ed Kuhl, Jaki Livingston (via Zoom) 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; Greg Staples, Police Chief; Wayne Schwartz, Public Works Director; Luke Parris, Community Development Director; Hollie Zajicek, Economic Development Director; Jim Dougherty, City Attorney.

Pledge of Allegiance

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

Dedicated Work Session

Denovo provided the council a budget update regarding the Norwalk Central Sports Campus

Welcome of Guests and Public Comment

Consent Agenda

Motion by Lester, seconded by Riva to approve the consent agenda which included: Tax Abatements; August 4, 2022 minutes of the regular City Council meeting; August 9, 2022 minutes of the special City Council meeting; Renewal Class E Liquor License, Class B Wine Permit, Class C Beer Permit, and Sunday Sales for Casey's General Store #2568; **Resolution 22212** approving the FY22 Street Finance Report; **Resolution 22213** approving Water Reclamation Authority

(WRA) Senior Bond Issuance Certificate; **Resolution 22214** to approve granting of an easement to MidAmerican Energy Company for underground electric for the Hwy 28/Beardsley Street Intersection Project; **Resolution 22215** setting September 1, 2022 for a Public Hearing regarding a proposal to vacate a public storm sewer easement located adjacent to Marketplace Drive; **Resolution 22216** to approve Pay Estimate No. 4 to Sternquist Construction for Sunset Drive/IA Hwy 28 and North Avenue Intersection Improvements Project; **Resolution 22217** approving the 2022 Warren County Hazard Mitigation Plan; **Resolution 22218** appointing City of Norwalk representatives to Metro Advisory Council (MAC); **Resolution 22219** executing a Contract and Subaward Agreement with Warren County to receive American Rescue Plan Act (ARPA) Funds for Certified Site 2.0; **Resolution 22220** approving the appointment of Kaitlyn Flatness to the Parks & Recreation Advisory Commission; **Resolution 22221** approving the appointment of Anna Larson to the Parks & Recreation Advisory Commission; Street Closure Application for Norwalk Music Fest - September 4, 2022; **Resolution 22222** approving the advanced pre-order and purchase of a new Dodge Durango Police Vehicle; **Resolution 22223** approving Parks & Recreation to purchase a new truck from the FY23 CIP Budget; Monthly Reports; and expenditures, carried unanimously, RC.

Payee	Description	Amount	Payee	Description	Amount
ABT MAILCOM	UTILITY BILL PROCESSING & MAILING	\$2,760.48	MUNICIPAL SUPPLY	OPERATING SUPPLIES	\$10,250.30
ADVANCED PROBLEM SOLUTIONS	AIR CONDITIONING UNIT @ MCANINCH	\$934.42	NICOLE BERGER	TENNIS	\$815.00
AHLERS & COONEY, P.C.	PERSONNEL MATTER	\$60.00	NORTH WARREN TOWN & COUNTY NEWS	PUBLICATIONS	\$242.98
ANKENY SANITATION	COLLECTION COSTS	\$417.50	NORWALK CEMETERY ASSOC	ANNUAL CONTRIBUTION	\$8,000.00
AUREON	INTERNET	\$295.00	NORWALK READY-MIXED CONCRETE	CONCRETE - STORM - CHERRY	\$776.50
BAKER & TAYLOR INC	BOOK	\$35.98	ONENECK IT SOLUTIONS LLC	CITY WIDE PHONE SYSTEM	\$157.18
BEST PORTABLE TOILETS	PORTABLE TOILETS AT MCANINCH	\$206.00	OVERDRIVE INC	EBOOKS	\$605.00
BISHOP ENGINEERING	CIVIL ENGINEERING WORK NORWALK CENTRAL	\$12,030.00	PARK & REC REFUNDS 2022	REFUNDS	\$329.90
BOWEN DESIGN	COLOR RUN FACE COVERS	\$275.00	PARKING LOT SPECIALTIES	ROAD STRIPING E 27TH	\$6,400.00

CENTRAL IOWA PEST CONTROL SERVICES INC	PEST CONTROL	\$330.00	PEAK SOFTWARE SYSTEMS	SPORTSMAN REGISTRATION SYSTEM	\$4,025.50
CINDY SIMPSON	RAIN BARREL - SW GRANT	\$63.11	PENWORTHY COMPANY	BOOKS	\$361.01
CITY OF DES MOINES	SEPT 2022 WRA PAYMENT	\$108,150.25	PFM FINANCIAL ADVISORS LLC	2022A ISSUE	\$20,000.00
CORE & MAIN	STORM SEWER MATERIALS	\$3,796.00	PROCIRCULAR	CYBER SECURITY ANALYSIS	\$841.34
CTI READY MIX LLC	CONCRETE-STREETS-MAPLECREST	\$5,350.50	ROTARY CLUB OF NORWALK	DUES	\$400.00
CUMMINS SALES AND SERVICE	PS GENERATOR SERVICE	\$970.83	SNYDER & ASSOCIATES INC	ENGINEERING FEES	\$26,377.14
DOWNEY TIRE	TIRE REPAIR FOR 1047	\$134.97	SOUTHTOWN CHRYSLER DODGE JEEP RAM	BRAKE PAD FOR P143	\$386.25
ELIZABETH ANN HANSEN	GOAL SETTING SESSION	\$2,806.84	STERNQUIST CONSTRUCTION INC	STREET REPAIRS	\$42,844.71
ENGINEERED THERMAL INSULATION	BUILDING MAINTENANCE	\$2,450.00	TEAM SERVICES INC.	CONSTRUCTION TESTING SERVICES	\$293.94
HAWKINS, INC	CHEMICALS	\$1,732.56	UPHDM OCCUPATIONAL MEDICINE	DOT DRUG SCREENS	\$961.75
IOWA PRISON INDUSTRIES	NO PET SIGNS FOR MCANINCH	\$316.80	UTILITY DEPOSIT REFUNDS	UTILITY DEPOSIT REFUNDS	\$329.52
JAMES OIL COMPANY LLC	FUEL	\$6,552.82	UTILITY REFUNDS	UTILITY REFUNDS	\$885.98
JEAN STRABLE	PROGRAMMING	\$420.17	VERIZON WIRELESS	PHONE SERVICE	\$2,213.68
JENNY BORCHERDING-JOHNSON	REIMBURSEMENT - LIFEGUARD SUITE - KADEN & KOLTEN	\$79.72	WARREN COUNTY HEALTH SERVICES	POOL SLIDE INSPECTION	\$486.00
LOGAN CONTRACTORS SUPPLY	CONCRETE SEALER	\$359.74	WELLS FARGO BANK	CREDIT CARD PURCHASES	\$34,972.30
MARY JANE SHARP	RECREATION CLASSES	\$455.00	YOUTH ENRICHMENT LEAGUE	JULY PROGRAMS	\$4,365.00
MCCLURE ENGINEERING CO	REGIONAL STORMWATER DETENTION	\$7,640.00	ZIEGLER INC	PARTS & LABOR ON 1011 LOADER	\$1,162.42
METRO WASTE AUTHORITY	COLLECTION COSTS	\$2,650.00			
MICROMARKETING ASSOCIATES	AUDIOBOOKS	\$39.99		TOTAL	\$329,797.08

City of Norwalk			
July 2022 Revenues			
Fund	Revenues	Fund	Revenues
General	\$ 260,273.65	NCIS Infrastructure	\$ -
Trust & Agency	\$ 1,340.00	Water Utility	\$ 345,992.64
Road Use Tax	\$ 142,576.20	Water bond/sinking fund	\$ -
Special Revenue	\$ 4,639.36	Water Improvement	\$ 2,873.05
T&A Self Funding	\$ -	Water T&A	\$ 3,045.34
LOSST	\$ 122,664.55	Water Reserve	\$ -
TIF	\$ 10,596.83	Sewer Utility	\$ 348,243.63
HIDTA forfeiture	\$ -	Sewer Improvement	\$ -
Economic Development	\$ -	Sewer equipment replacement	\$ -
T&A Plumbers Bonds	\$ -	Storm Water	\$ 51,324.46
T&A Library Trust	\$ 950.24	Stormwater equipment replacement	\$ -
T&A Park Trust	\$ 837.82	Warren Water Buyout	\$ 344.76
Debt Service	\$ 7,485.11		
Capital Improvements	\$ 845,675.53	Total Monthly Revenues	\$ 2,148,863.17

Old and New Business for Consideration, Discussion and Possible Action

Public Hearing regarding the annexation of approximately 58.8 acres of property along Delaware Street

Mayor Phillips opened the public hearing at 6:25 p.m. Luke Parris presented the annexation. Lindsey Offenburger reported receiving no oral or written comments. Mayor Phillips closed the public hearing at 6:28 p.m.

Motion by Livingston, seconded by Riva to approve **Resolution 22224** approving the Annexation of Certain Real Property into the City of Norwalk, Iowa, as

amended by fixing the recycling language to bi-weekly instead of weekly in the annexation agreement, carried unanimously, RC.

Motion by Lester, seconded by Livingston to approve **Resolution 22225** approving agreement for engineering services for Golden Valley Drive Improvements - Wakonda Drive to Lakewood Drive, carried unanimously, RC.

Motion by Livingston, seconded by Kuhl to approve **Resolution 22226** approving Change Order for civil site work at Norwalk Central, carried unanimously, RC.

Motion by Baker, seconded by Livingston to approve **Resolution 22227** approving a City Attorney Job Description and authorization to enter into an Employee Agreement with Jim Dougherty, carried unanimously, RC.

Motion by Baker, seconded by Livingston to approve **Resolution 22228** approving a Shared Driveway Easement Agreement as amended by renaming the Shared Driveway to a Public Access Shared Driveway and with the City being responsible for maintenance of the access drive for a period of five years, or until Git-N-Go parcel sells or redevelops, whichever is less. After such time, maintenance shall be performed by the City with the City covering $\frac{1}{3}$ of costs. Remaining costs to be split between benefitted parcels based upon square footage of building improvements; carried unanimously, RC.

Motion by Livingston, seconded by Riva to approve **Resolution 22229** approving Engineering Services for 2022 Street Rehabilitation Project, carried unanimously, RC.

Motion by Kuhl, seconded by Livingston to pass the second reading of an Ordinance amending the Official Zoning Map of the City of Norwalk, Iowa by rezoning 1010 Sunset Drive to C-3 Highway Service Commercial. Motion carried on a roll call vote. Ayes: Kuhl, Livingston and Baker. Nays: Lester and Riva.

Council Inquiries & Staff Updates

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 Livingston, seconded by Riva to enter into Closed Session at 7:28 p.m., carried unanimously, RC.

Motion by Livingston, seconded by Riva to adjourn Closed Session at 7:36 p.m., carried unanimously, RC.

Motion by Lester, seconded by Livingston to adjourn at 7:36 p.m., carried unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk