

ABRIDGED MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING ON AUGUST 4, 2022

(Minutes to be approved at the August 18, 2022 meeting)

This meeting of the City of Norwalk City Council, on August 4, 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; Lindsey Offenburger, City Clerk; Kerri Keyte, Human Resources Director; 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 Kuhl, seconded by Baker to approve the agenda as amended by removing item 5d "Resolution to approve street patching projects" from the agenda; carried unanimously, voice vote.

Welcome of Guests and Public Comment

Consent Agenda

Motion by Kuhl, seconded by Riva to approve the consent agenda which included: Tax Abatements; July 21, 2022 minutes of the regular City Council meeting; **Resolution 22202** to approve Pay Estimate No. 1 to Howrey Construction for construction of the Great Western Trail Connection Phase 3 Project; **Resolution 22203** authorizing the City Clerk to destroy certain records of the City of Norwalk in accordance with the Code of Iowa; **Resolution 22204** setting August 18, 2022 for a Public Hearing regarding the annexation of approximately 58.8 acres of property along Delaware Street; **Resolution 22205**

approving job descriptions for Economic Development Specialist and Communications & Marketing Specialist; **Resolution 22206** approving new job description for Code Enforcement Officer; **Resolution 22207** approving the appointment of Angie Croll to the Parks & Recreation Advisory Commission; correspondence; and expenditures, carried unanimously, RC.

PAYEE	DESCRIPTION	AMOUNT	PAYEE	DESCRIPTION	AMOUNT
88 TACTICAL OMAHA LLC	RIFLE INSTRUCTOR SCHOOL	750.00	KELLY CORTUM INC	WINDSOCK POLE REMOVAL	2,500.00
ABT MAILCOM	UTILITY BILL PROCESSING & MAILING	2,756.93	LARRY WINDOWS	CH EXTERIOR	95.00
ADVANCED PROBLEM SOLUTIONS	BUILDING MAINTENANCE	7,494.54	LASER RESOURCES	COPIER CONTRACTS	145.68
BAKER & TAYLOR INC	BOOKS	1,677.45	LAURA FRANCES KEYES	PRESENTER FEE	400.00
BOLTON & MENK, INC	GREAT WESTERN TRAIL	4,082.00	LOGAN CONTRACTORS SUPPLY	STREET PATCHING MATERIALS	1,523.02
BOUND TREE MEDICAL, LLC	EMS SUPPLIES	1,932.44	METRO WASTE AUTHORITY	MONTHLY CURB IT FEE	17,722.84
BOWEN DESIGN LLC	SCREEN PRINTED SHIRTS	766.00	MICHAEL P. LINDNER	RETAINER FOR HOTEL MARKET STUDY WORK	3,750.00
BROAD DESIGN CO	BUSINESS CARDS	105.00	MICROMARKETING ASSOCIATES	BOOKS/FILMS	740.65
CASSANDRA WIEDERHOLT	PAYMENT T & TH WATER AEROBICS	246.40	MIDAMERICAN ENERGY	UTILITIES	20,067.46
CAVENDISH SQUARE	BOOKS	201.48	MPH INDUSTRIES INC.	RADAR REPAIR	70.66
CENTURYLINK	PHONE SERVICE	1,664.31	MUNICIPAL SUPPLY	METERS	9,043.00
CLIA LABORATORY PROGRAM	23-25 CERTIFICATE FEE	180.00	NEOGOVS	ANNUAL SUBSCRIPTION	5,142.06
CRITICAL HIRE	BACKGROUND CHECK - ALLEN	25.00	NICOLE BERGER	TENNIS	630.00
DARCY MAULSBY	PRESENTER FEE	250.00	NORTH WARREN TOWN & COUNTY NEWS	PUBLICATIONS	301.46
DES MOINES ASPHALT & PAVING	E 27TH ST (80TH)	157,480.76	NORWALK COMMUNITY SCHOOLS	SHARED CUSTODIAL SERVICES	10,711.15
DORSEY & WHITNEY LLP	2021A GO DISCLOSURE	10,000.00	NORWALK SEASONAL SERVICES	NUISANCE - CLEAN UP	425.00
DOUGHERTY LAW FIRM	CONTRACTUAL LEGAL FEES	6,250.00	ONENECK IT SOLUTIONS LL	CITY WIDE PHONE SYSTEM	16,410.36
DOWNEY TIRE	2 TIRES AND SERVICE CALL FOR 1041	885.97	OPG-3 INC	LASERFICHE RENEWAL	18,040.00

EJS SUPPLY, LLC	SNOW BLADES FOR TRUCK	10,433.46	OVERDRIVE	E BOOKS & AUDIOBOOKS	116.90
ELECTRONIC ENGINEERING CO	BATTERIES FOR RADIOS	671.56	OVERDRIVE INC	E BOOKS & AUDIOBOOKS	314.02
EMBARKIT, INC	LIBRARY COMPUTER EQUIP	17,619.00	PARK & REC REFUND 2022	REFUND PICKLEBALL TOURNEY	30.00
FELD FIRE	FIRE HOSE	6,450.00	PENWORTHY COMPANY	BOOKS	412.36
FOTH INFRASTRUCTURE & ENVIRONMENT, LLC	N AVE TRUFFLE COUNTS	2,000.00	POLICE LEGAL SCIENCES	PD OUTLINE TRAINING	3,200.00
GALLS	UNIFORMS	803.56	REGISTER MEDIA	PUBLICATIONS	16.97
GAME TIME	SWING REPLACEMENT FOR BILLY O PHILLIPS	623.51	REVIZE LLC	WEBSITE UPGRADE	12,400.00
GREENWOODS SEWER SERVICE	WINDFLOWER PARK SEWER CLEAN OUT	686.95	SARA BROERS	PRESENTER FEE	150.00
HEIMAN FIRE EQUIPMENT	HELMET	339.09	SHIVE-HATTERY	DESIGN WORK FOR FINAL OVERVISION	2,145.00
HOWREY CONSTRUCTION	GWT PHASE 3	86,128.90	SMITH PROMOTIONAL ADV	OUTREACH SUPPLIES	1,920.93
I-80 CONCRETE	CONCRETE - STREET MAINTENANCE	3,332.00	SNYDER & ASSOCIATES INC	HWY 28 SIGNAL PROJECT	2,199.00
IMWCA	FY23 INSTALLMENT #2	25,612.00	STANDARD & ASSOCIATES INC	POST FEE	144.23
IOWA COMMUNICATIONS NETWORK	INTERNET SERVICE	352.50	STRATUS BUILDING SOLUTIONS	CLEANING SERVICES	1,096.00
IOWA ONE CALL	LOCATION NOTIFICATIONS	536.50	VEENSTRA & KIMM INC	ENGINEERING FEES	34,569.38
IOWA PRISON INDUSTRIES	STREET SIGNS	2,710.40	VON VON'S BALLOONS	PERFORMER FEE	200.00
JAMES OIL COMPANY LLC	FUEL	17,455.95	WARREN CO SHERIFF	PRISONER TRANSPORT	450.00
				TOTAL	539,586.79

Old and New Business for Consideration, Discussion and Possible Action

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

Mayor Phillips opened the public hearing at 6:04 p.m. Luke Parris presented the rezoning. Lindsey Offenburger reported receiving no oral or written comments. Mayor Phillips closed the public hearing at 6:05 p.m.

Motion by Kuhl, seconded by Baker to pass the first 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: Baker, Kuhl, and Livingston. Nays: Riva and Lester.

Motion by Kuhl, seconded by Riva to approve **Resolution 22208** to approve the second and waive the third 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.

Motion by Kuhl, seconded by Riva to waive the final reading of **Ordinance 22-23** 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.

Motion by Baker, seconded by Kuhl to approve **Resolution 22209** amending Schedule of Administrative Penalties for violations of Industrial Pretreatment Ordinance regulating hauled waste and regulating fat, oil and grease discharge by food service establishments, carried unanimously, RC.

Motion by Riva, seconded by Baker to approve **Resolution 22210** accepting infrastructure and approving the Final Plat of Blooming Heights Plat 3, carried unanimously, RC.

Motion by Kuhl, seconded by Riva to approve **Resolution 22211** officially naming Depositories for the City of Norwalk for the remainder of 2022. Motion carried on a roll call vote. Ayes: Baker, Riva, Kuhl, and Livingston. Nays: None. Abstain: Lester.

Council Inquiries & Staff Updates

Luke Parris discussed sidewalks around Gregg Young car dealership. Luke Parris will reach out to Gregg Young and surrounding businesses to inform them of the requirements of needed sidewalks. If the property owners do not comply with the regulations, staff will bring a resolution back to council for formal approval to install the sidewalks and assess the property owners.

Motion by Baker, seconded by Kuhl to adjourn at 6:45 p.m., carried
unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk