

**MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 02-04-16**  
(Unabridged)

Mayor Tom Phillips called the City Council meeting to order at 6:00 p.m. Present at roll call: Erika Isley, David Lester, Ed Kuhl and Stephanie Riva. Jackie Livingston joined via phone. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, City Clerk; Jean Furler, Finance Director; Tim Hoskins, Public Works Director; Nancy Kuehl, Parks and Recreation Director; Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director; Ryan Coburn, Acting Fire Chief; and Jim Dougherty, City Attorney.

Mayor Phillips noted that item 6m (Masteller/Wakonda engineering agreement) is removed from the consent agenda and will be considered immediately following. Item 6n (December Treasurer's report) is removed from the agenda entirely.

16-021 Motion by Lester, seconded by Isley to approve the **agenda** as amended. Voice vote carried unanimously.

### **Presentations**

Mayor Phillips honored Dan Schulz for his 8 years of service to the Planning and Zoning Commission.

Mayor Phillips honored Stephanie Riva for her 8 years of service to the Planning and Zoning Commission.

Dillon Mullenix, Assistant Director of the Metropolitan planning organization presented an update to the council. An MPO is required in areas with population of greater than 50,000. The MPO passes through \$12 million in Federal highway funds to their members annually. Norwalk is doing better than the average for the region. The city would need to spend approximately \$1.3 million per year on maintenance to keep the streets in good pavement quality. Mullenix also noted that Norwalk bridges are in good structural condition. Isley asked if the city was fixing the bridge on 50<sup>th</sup> and Hoskins said yes. Oliver noted the City is repairing the bridge deck.

Lt. Russ Schaffnitz from the Des Moines Police Department spoke about Homeland Security. Norwalk has been a partner since 2002. As Homeland Security evolved, they required regions to centralize their assets. They took people who already had training and enhanced their training further to address biological weapons, etc. In Iowa, we have Iowa Homeland Security, who made teams for regions throughout the state for bomb response. The funding has consistently decreased. In the metro area, some communities have opted out and rely on the State for their response now.

Kuhl said that he was involved at the beginning and that the police department has used the service a lot. It has been very valuable to the community and he appreciates the fact that the agencies can work together.

Phillips said one of the things he learned during the Des Moines' Police Chief's presentation at the Metro Advisory Council was that if the state teams are deployed elsewhere, it is a longer response time. Phillips believes the 28E is good for the city.

## Welcome of Guests and Public Comment

With no one present wishing to speak, Mayor Phillips opened the City Council meeting.

16-022 Motion by Riva, seconded by Lester to approve the **minutes** of the January 21<sup>st</sup> regular council meeting. Voice vote carried unanimously.

Consent included **tax abatements, liquor license renewals** for Dollar General Store #284; Fareway Stores Inc #77; Caseys General Store #3422 and Legacy Golf Club. **Planning and Zoning Commission appointment** confirmations of Brandon Foldes and Dr. Donna Grant. **Setting date of Public Hearing for Proposed budget** for February 18<sup>th</sup> at 6:00 p.m. at 705 North Avenue.

**Acceptance of temporary construction easements** for Grubbing for Beardsley Regional (Storm Water) Detention Facility Phase I. **Resolution No 0204-16-013** adopting plans and specifications for Beardsley Regional Detention Facility Phase 1 clearing. **Resolution No 0204-16-014** awarding contract for Beardsley Regional Detention Facility Phase 1 clearing. **Resolution No 0204-16-015** approving contract and bonds for Beardsley Regional Detention Facility Phase 1 clearing. **Resolution No 0204-16-016** accepting public improvements for Rolling Green Plat 5. **Resolution No 0204-16-017** approving the purchase of snow tires for vehicle have #926 (ended loader). **Resolution No 0204-16-018** ordering construction of Orchard View detention; and expenditures

AIA CORP	T-SHIRTS	613.19	MENARDS	MENARDS	227.50
ARL IA	ANIMALINTAKE	125.00	MERCY CO	CEH	10.00
BLUE TARP	TOOLS	385.30	MIDWEST	LIGHTS	76.76
BOUND TREE MED	SUPPLIES	790.69	MPS ENGINEE	HOLLY DR	50,420.94
ELAN	SERVICES	3,647.46	MUNICIPAL SU	PARTS	1,370.39
CARPENTER	OC HOLSTERS	539.49	NATHAN BALK	EDU/TRNG	273.48
CDW GOVT	SPYWARE	2,622.40	NWTC	PUBLICAT	44.18
CITY WDM	TEXTBOOKS	57.00	NORTHLAND	SUPPLIES	2,288.00
COMPASS BUS	NOTICES	451.99	NORWALK CHAM	DUES	80.00
CONSTR & AG	PARTS	149.87	OPTOMETRIC ASSOC	VISION	250.00
CONTROL INSTAL	MONITORING	378.00	OVERHEAD DOOR	REPAIR	3,267.50
FRANK DUN	PATCH	789.00	PLUMB SUPPLY	PARTS	129.00
G & L	UNIFORM	342.24	RANKIN COM	PHONE REP	166.25
GOPHER	SUPPLIES	40.77	SCOTTS FOODS	SUPPLIES	130.50
GREGG YOUNG	P127 HOSE	28.91	SHIVE HATERY	CEDAR ST	2,534.40
HALLETT	STONE	1,073.26	SHRED IT	SHRED	50.48
HAWKEYE TRUC	REPAIR	72.50	SPRINGER PEST	MAINT	68.00
HYDRAQUIP	PARTS	500.00	TOMPKIN IND	MAIN	154.00
IACP	MEMBERSHIP	320.00	TK CONCRETE	WAKONDA	118,325.03
INDOFF INC	OFFICE SUPPLIES	319.62	TRAVIS POWELL	EDU/TRNG	273.48
IOWA D.A.R.E	MEMBERSHIP	50.00	TRUCK EQUI	PARTS	381.42
IOWA EMS	SERVICE	200.00	TYLER TECH	SUPPORT	115.00
IOWA ONE CALL	SERVICE	185.40	UNITY POINT	CDL POOL	50.00
IOWA WIND	BLDG MAINT	290.00	USA BLUE BOOK	SUPPLIES	236.31
JACKSON CREEK	FOUNDERS DISTRICT	40,759.93	V&K	CORT LAND	17,811.34
JENN VETTERICK	UNIFORM	87.44	VOORHEES TAE	TAEKWONDO	418.60
JESTER INS	ADD AMBULANCE	576.00	WAYNE DENNIS	MAINT	154.30
JOHN E REID	EDU/TRNG	500.00	WESTVOLD, KIRK	UNIFORM	239.56
MENARDS	MENARDS	16.92			

16-023 Motion by Lester, seconded by Isley to approve the **consent** agenda passed unanimously, RC.

**Consideration of a proposed resolution approving engineering agreement for Masteller/Wakonda signalization.**

Lester asked if the engineering agreement for Mastellar/Wakonda signalization is a budgeted expense. Phillips said this is not a budgeted expense and would be paid for partially by TIF. Hoskins said that the city would apply for grants to cover construction of the improvements. Lester asked if this duplicates the work of the larger corridor study and Hoskins said no, that the information would be helpful in the larger study.

16-024 Motion by Riva and seconded by Kuhl to adopt **Resolution No 0204-16-019** approving engineering agreement for Masteller/Wakonda signalization passed unanimously, RC.

16-025 Motion by Isley, seconded by Riva to adopt **Resolution No 0204-16-020** confirming Ryan Coburn as the Norwalk Fire Chief passed unanimously, RC.

Mayor Phillips swore in Fire Chief Ryan Coburn.

**Budget Discussion**

Jean Furler presented a graph showing a 10-year period of debt service projections to the council. The city would be able to do the projects that were discussed during the budget work session.

Kuhl asked staff to prepare projections for water and sewer rates over the next 10 years.

Kuhl asked about the assessments for the NCIS projects. Oliver said that they were not calculated into the scenario and would reduce the amount that would be on the property tax asking.

Phillips asked if there is a cap on the levy rate. Oliver said the cap on the debt limit comes in the form of the constitutional debt limit as opposed to a debt service levy limit.

Kuhl asked if it was possible to estimate the payments that the city would receive from the property owners. Oliver responded that those assessments could go back into the bond would show up in FY 18. Council will determine the timeframe for residents to pay those back and will also set the interest rate.

Isley asked Furler why the TIF amount goes down. Furler said there are three projects that qualify for TIF. The TIF goes down as those payments go down. TIF is the actual principal and interest payments of those debts.

Isley asked about when Lakewood would be constructed under this scenario. Furler said a bond to do the work can be issued in FY 17 but the first debt payment would not happen until FY 18. Also, under these projections, the council could move High Road construction put to FY 19.

Citizen Dave Hixenbaugh asked if Hy-Vee exercises their right to build, how would that be paid for. Oliver responded that project is supported by incoming TIF dollars, however, if the Council chose to issue a bond to do that work and repay it over years with TIF dollars, that is also a possibility.

Isley said she wants to stay committed to the capital improvement plan, keep the levy stable and do the additional projects.

Oliver suggested waiting until the City hears back about the grant for the fire truck before moving forward on a bond issue that would include the fire apparatus.

Lester attended the park and recreation commission meeting and said that his consensus was that the commission thinks the \$750,000 is a waste of money. Isley asked if they understood the alternative was to close the pool. Kuehl said that Commission just felt that \$750,000 is an exorbitant amount of money to spend on pool repairs. Kuehl said she would not recommend closing the pool.

Kuhl said he would have no problem putting the pool out for an election. Isley suggested putting the issue on the February 18<sup>th</sup> council agenda and inviting the Parks and Recreation Commission members.

Oliver noted that staff will include the pool costs in the budget. The council can always reduce the budget later but cannot increase it after the hearing notice is published.

#### **RFQ for City Manager search firm**

Oliver had distributed a copy of the RFQ to the council. Isley asked where the RFQ would be posted and Oliver responded that it would be posted on the Iowa League of Cities' website as well as be sent to companies who have already made inquiries to the city or to any firms the Council would like to involve.

#### **Reports**

Kuehl provided council with an alternative to making the capital charge on a per game basis instead of a per day basis. She provided information showing that it would generate more revenue than the per day basis. She noted that the person who uses the complex most regularly suggested doing it on this basis.

Kuhl asked Kuehl what her recommendation is and how would it affect it. Kuehl recommended writing into the ordinance which portion of the fee is the capital improvement fee.

Kuhl asked staff to bring a document back to council that shows the breakdown of proposed fees.

Staples interviewed two interns and they can do some projects for half the time and the other half they ride in the field.

Coburn thanked the Mayor, Council, City Manager, Department heads, his staff and family for their support and confidence over the past five months and into the future. He looks forward to working with everyone.

Livingston left the meeting at 7:30 p.m.

Wagoner distributed an annual report.

Kuhl asked how many applicants we had for the Planning and Zoning Commission and Phillips said ten.

Phillips congratulated Coburn.

16-026 Motion by Isley, seconded by Riva to **adjourn** at 7:45 p.m. passed unanimously on a voice vote.

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Tom Phillips, Mayor

Attest: \_\_\_\_\_

Jodi Eddleman, City Clerk