

## UNABRIDGED MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 07-07-16

(Minutes to be approved at the July 21<sup>st</sup>, 2016 meeting)

Mayor Phillips called the City Council meeting to order at 6:03 p.m. Present at roll call: Erika Isley, Ed Kuhl, Jaki Livingston, Stephanie Riva and David Lester. Absent: (RC = roll call vote)

Staff present included: Jodi Eddleman, City Clerk; Jean Furler, Finance Director; Nancy Kuehl, Parks and Recreation Director; Greg Staples, Police Chief; Tim Hoskins, Public Works Director; Ryan Coburn, Fire Chief; Holly Sealine, Library Director and Jim Dougherty, City Attorney.

16-122 Motion by Riva, seconded by Livingston, to approve the agenda carried unanimously by voice vote.

### Presentations:

Iowa Architectural Foundation, Claudia Cackler introduced Francis Bogas and Ed Sankey to the council. The object is to get together with elected officials and volunteers of the community to find out what they are interested in what the communities' strengths and weaknesses are as well as opportunities for the community. It might be a 3, 5 or 10 year process.

Wade Wagoner presented a street design concept to the council

### Welcome of Guests and Public Comment

Carl Morton, 610 Tangelo Circle, asked the council who was responsible for making sure that sudas standards are being met on a street being developed in the West Groves Villas development.

Livingston asked whose responsibility it was to make sure that those standards are met. Hoskins responded that the street Mr. Morton is referring to is a private street. The plans that were provided to the city specified that there is 12" inches of subgrade prep. Livingston asked what the recourse would be if the developer wasn't meeting those standards, Hoskins said that they could stop the work and he will check on the site on Friday and report back to council.

Consent included tax abatements; Liquor license applications for Variety Childrens Charity, Polo on the Green and Stagg at Britts; Block party applications for 9350 Lakewood Circle on August 20 and 2660 Vista Court on July 15; and

**Resolution 0707-16-071** approving the disposal of municipal property and expenditures:

AL HASTINGS	POOL PASS PARTIAL REFUND	42.67
ALLIANCE CONST	ORCHARD VIEW PLAT 3	65,670.00
BEACON ATHLETICS	SUPPLIES	352
BRENT WALKER	CHESS CAMP	97.16
BROWN EQUIP	PARTS	186.4
CLEAN CUT TREE	REMOVAL OF ASH TREE	675
CNM OUTDOOR EQUIP	X MARK MOWER	69.33
DES MOINES IRON	SUPPLIES	83.03
ELIZABETH SQUIER	POOL PASS PARTIAL REFUND	18.55
EXCEL MECH	BOILER ROOM REPAIR	1,508.00
FARNER-BOCKEN	CONCESSION SUPPLIES	572.1
FASTENAL	PARTS	130.54
FREEDOM TIRE	P-132	326.82
GREGG YOUNG	P-132	570.18
GRIMES ASPHALT	MATERIAL	4,065.56
HOUSBY	PAINT WORK	2,812.79
INDOFF INC	COLOR COPY PAPER	446.26
IDOT	SIGN TUBING	1,438.78
IPRA	TICKET SALES	320

JAMIE LOFFREDO	MILEAGE	57.13
JENNY LEONARD	POOL PASS PARTIAL REFUND	37.1
JESTER INS	COVERAGE CHANGES	304
JP COOKE CO	2017 DOG TAGS	23.15
KATIE TICE	POOL PASS PARTIAL REFUND	58.48
KELLI WOODY	POOL PASS PARTIAL REFUND	37.1
LISA HANS	POOL PASS PARTIAL REFUND	42.67
MENARDS	SHOVEL AND MULCH	484.01
MENARDS	MENARDS	59.99
NATHAN SPURR	REIMBURSEMENT	25
NICHOLS EQUIP	ROLLER RENTAL	1,710.00
NWTC	PUBLIC HEARING	64.25
ROBERT WADE	3-5 BBALL	225
SANDE CONST	POOL REPAIRS PHASE I	40,000.00
SMITH PROMOTIONAL ADV	TRAFFIC SAFETY PROMO	398.88
SPRINGER PEST	PEST CONTROL	68
STANDRIDGE GROUP	WAUGH BUSINESS CARDS	37.5
TALIA ZOOK	2016 3-5 SBALL	75
THE GRAPHIC EDGE	BASEBALL TEES	14.78
USA BLUE BOOK	SUPPLIES	119.32
VERNON MANU	BULK WATER SALESMAN	9,012.50
WADE WAGONER	MILEAGE	80.01
WASHER SYSTEMS	SHOP TOOLS	82.64
ZACHARY CRANE	POOL PASS PARTIAL REFUND	42.67
ZIEGLER INC.	PARTS	245.47

16-123 Motion by Lester, seconded by Livingston to approve the consent agenda, passed unanimously, RC.

16-124 Motion by Livingston, seconded by Riva to remove consideration of a Resolution awarding contract for Beardsley Regional Detention 1 Phase 2 grading and drainage from the table, carried unanimously by voice vote.

### **Beardsley Regional Detention 1 Phase 2 Grading and Drainage**

Tony Belizi, Veenstra & Kimm updated the council on the Beardsley Regional Detention project. The temporary construction easement is still not signed however the flood plain permit and permit from the Corp of Engineers are in the process of being completed. If the resolution is approved submittals for the project will be submitted so that the materials can be ordered and construction can begin on the project. Jim Dougherty added that Veenstra & Kimm needs to obtain the signed easement as soon as they possibly can.

16-125 Motion by Riva, seconded by Lester to adopt **Resolution 0707-16-072** awarding contract for the Beardsley Regional Detention 1 Phase 2 grading and drainage contract to CJ Moyna and Sons, passed unanimously, RC.

16-126 Motion by Lester, seconded by Livingston to adopt **Resolution 0707-16-073** approving the construction contract, bond and insurance for the Beardsley Regional Detention 1 Phase 2 grading and drainage, passed unanimously, RC.

### **Orchard View Plat 3 Final Plat**

Tony Belizi of Veenstra & Kimm updated the council on the Orchard View Plat 3 project. Veenstra & Kimm has received the bond certificate and the insurance documents are in order and have been executed. Isley asked when Orchard Hills Drive would be opened. Mayor Philips responded that once the plat is accepted the street will become a public street.

16-127 Motion by Lester, seconded by Kuhl to adopt **Resolution 0707-16-074** accepting the public infrastructure for Orchard View Plat 3 final plat, passed unanimously, RC.

16-128 Motion by Kuhl, seconded by Riva to adopt **Resolution 0707-16-075** approving the Orchard View Plat 3 final plat, passed unanimously, RC.

### **Consideration of ordinance on urban chickens**

Luke Parris, City Planner addressed the council regarding the ordinance he drafted on urban chickens. The ordinance would amend the livestock section making it compliant with zoning regulations; the ordinance would also require residents to pay a licensing fee and also amends the permitted accessory uses regarding the specifics of the enclosures that house the chickens. Livingston noted that the ordinance could be clearer and asked Luke to make some minor grammatical changes and bring back to the council.

### **Discussion on traffic control around Oviatt Elementary**

Chief Staples addressed the council on an amendment request to change the ordinance, stating that residents had concerns about traffic control around Oviatt Elementary during the afternoon pick up, specifically, parking issues on School Street and the need for stop signs on Elm Avenue and Lane Avenue. Lester asked how many homes would be affected; Staples replied one in the middle of the street and the homes on the corner of Main and Elm. Staples recommendation is that the sign says no parking during school hours, code specifically saying no parking on the south side 7:30 to 4:30 Monday through Friday, August 1<sup>st</sup> to June 1<sup>st</sup>. Livingston made recommendation that the sign should also say no stopping or standing.

Chief Staples also asked council if they would be agreeable to a 4 way stop sign at Elm Avenue and Lane Avenue stating that the neighbors support the sign.

### **Request from Scott Holt to display utility sheds at 729 Main Street**

Scott Holt, Norwalk Hardware Store, 729 Main Street would like to provide residents the opportunity to purchase affordable buildings and believes that this will be a good addition to his business. Livingston asked where the buildings would be located, Scott responded that there would be two located on the south side of the parking lot and a smaller one would be located on the north side of the lot. Isley asked if he would be in compliance with the parking requirements. Luke responded that the code required 1 stall per 400 square feet of building, that location is required to have 10 spaces and that requirement would be met.

16-129 Motion by Livingston, seconded by Riva to allow outdoor display of utility sheds at 729 Main Street, passed unanimously, RC.

### **Gateway Sign location**

Jonathan Martin, RDG updated the council on the progress of the Gateway sign. Bids will be opened at 10 am on July 8<sup>th</sup>. The sign will be located where the easement was granted. Riva asked if they would consider waiting for the development of the North Shore to be completed and construct the sign then. Council consensus was that the location is fine and asked that RDG provide a survey of the staking and layout of the sign to make sure it goes exactly where it is supposed to go.

## **Discussion of potential ordinance to amend Chapter 21, City Manager, City of Norwalk, Iowa Municipal Code**

Jim Dougherty asked the council to adopt the amended job description for the City Manager position and then he will review the ordinance.

16-130 Motion by Riva, seconded by Livingston to approve the amended job description for the City Manager position, passed unanimously, RC.

### **Reports from council and staff:**

Jodi reported that the water rate increase went in to effect on July 1 and residents will see that increase on the water bills they receive on July 15<sup>th</sup>.

Nancy reported that Jazz in July is on Sunday, July 10<sup>th</sup> and that there will be 20 vendors present.

Greg reported that the police department was awarded national champs in traffic safety.

Ryan stated that there was an issue with one of the storm sirens and the test will be repeated Saturday, July 9<sup>th</sup> at noon.

Tim reported that there will be a snow plow wing at Jazz and July that the kids can paint. Water consumption is increasing, but is holding fairly steady.

Luke reported that they had had 100 people come to the public open house that was held and that they received good feedback from everyone.

Wade stated that those results would be online.

Ed directed the city attorney and finance director to put a document together for council review regarding how TIF is done, and a requirement of a minimum assessment agreement. He would like to see the process used with developers streamlined. Ed asked Tim to provide a copy of the plan for the refill dirt between sidewalk and street on Wakonda so that it is available for community chat on Saturday, July 9<sup>th</sup>.

Dougherty reported that because the Warren County courthouse is shut down that he may be out in other counties to prosecute and may not be readily available.

Mayor reported that there had not been a resolution on the Leeper case.

16-131 Motion by Lester, seconded by Livingston to adjourn the meeting at 8:02 p.m., carried unanimously by voice vote.

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Tom Phillips, Mayor

Attest:

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Jodi Eddleman, City Clerk