

1. Meeting called to Order by Mayor John Kaczmarczyk on Tuesday, January 20, 2026, at 6:30 p.m. at the Elkhart Community Center.

2. Pledge of Allegiance - Mayor Johnny Kaczmarczyk led the Pledge of Allegiance.

3. Roll Call - Council Members Present: Travis Warnke, Jill Edler, Angie Schaffer, and Brad Fordyce.

4. Approval of Agenda- Council Member Warnke moved, Schaffer seconded, to approve the January 20, 2026, agenda without amendment.

Ayes: Warnke, Edler, Schaffer, and Fordyce

5. Comprehensive Plan Update by Julie Kruse, Snyder & Associates – Kruse presented survey results to Council.

6. Citizen Hearing and Other Communications

a. Polk County Sheriff – shared there were thirty-five trips to Elkhart in December 2025.

b. Scott Drey-Fire Chief – shared there were thirteen calls in December 2025. Total calls for 2025 were 170, an increase of 19% over 2024.

c. Public Comments –

Robert K. Miller discussed issues with code enforcement.

Dale S. asked about plans for a retail store in Elkhart.

7. Public Hearing to Consider Text Amendment to the Following Sections of Elkhart City Zoning Code: Chapters 166 and 167 Regarding New Traffic Impact Study Requirements for New Subdivisions and Developments in City Limits of Elkhart, IA.

Council member Fordyce made a motion to open public hearing at 7:21 p.m. Edler seconded. Ayes: Warnke, Edler, Schaffer and Fordyce.

Council discussed in detail the wording of the amendment regarding peak hours and added trips.

Council member Warnke made a motion to close the public hearing at 7:37 p.m. Second Edler. Ayes: Warnke, Edler, Schaffer and Fordyce.

a. First Reading of Ordinance No. 2025-14 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Subdivision

Regulations

Council Member Schaffer made a motion to approve the first reading. Second Edler. Ayes: Warnke, Edler, Schaffer and Fordyce

b. First Reading of Ordinance No. 2025-15 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Site Plan Information Required.

Council Member Edler made a motion to approve the first reading. Second Fordyce. Ayes: Warnke, Edler, Schaffer and Fordyce

8. Consent Agenda

a. Approval of City Council Meeting Minutes of December 15, 2025

b. Approval of December and January Claims Submitted

c. Receive and File - December 2025 Budget Report by Function

d. Receive and File - December 2025 Treasurers Report

e. Receive and File - December 2025 Balance Sheet

f. Receive and File - December 2025 Revenue & Expense Report

g. Resolution #2026-1; A Resolution Approving Job Descriptions of the City of Elkhart, Iowa Employees

h. Resolution #2026-2; A Resolution Approving Employee Benefit Health Insurance Plan Renewal as of April 1, 2026

i. Resolution #2026-3; A Resolution Approving the 2026 Polk County Joint E911 Service Board Appointments

j. Resolution #2026-4; A Resolution Approving the 2026 Metro Waste Authority (MWA) Appointments

k. Resolution #2026-5; A Resolution to Appoint a Member and Alternate Members to the Polk County Emergency Management Commission

l. Resolution #2026-6; A Resolution Appointing Dan Fritz to Planning & Zoning Commission

m. Resolution #2026-7; A Resolution Appointing Steven Seefeld to Parks and Recreation Board

n. Resolution #2026-8; A Resolution Approving Appointments to Boards and Committees for Year 2026

Council Member Edler made a motion to approve consent agenda. Second Warnke. Ayes: Warnke, Edler, Schaffer and Fordyce.

9. Business Items

a. Resolution #2026-9; A Resolution to Appoint a New City Council Member to Fill a Vacancy for the City of Elkhart City Council

Council discussed candidates and their qualifications at length.

Council member Edler made a motion to appoint Tony Hess and discussion followed.

After discussion Warnke made a motion to appoint Ian Nichols, discussion followed.

Schaffer seconded Edlers previous motion to appoint Tony Hess. Ayes: Edler, Schaffer and Fordyce Nay: Warnke.

Resolution #2026-9 appointing Tony Hess to the council passes. Ayes: Edler, Schaffer and Fordyce Nay: Warnke.

b. Oath of Office - New City Council Member Mayor Kaczmarczyk administered the oath of office to Tony Hess.

c. Appoint New Member to Board of Adjustment

Dan Fritz and Ron Adams addressed the council regarding their interest in filling the position on the Board of Adjustments.

Council Member Fordyce made a motion to appoint Dan Fritz to the Board of Adjustments. Second Shaffer. Ayes: Warnke, Edler, Schaffer and Fordyce. Abstained: Hess

d. Discussion and Possible Action Regarding Waiver of November 2025 Utility Late Fees

Council Member Edler made a motion to waive the late fees Second Fordyce. Ayes: Hess, Warnke, Edler, Schaffer and Fordyce

e. Approval to Issue Request for Proposal for Grant Administration Support for Stormwater Phase II/III Project Funding

Council Member Fordyce made a motion to Issue Request for Proposal for Grant Administration Support for Stormwater Phase II/III Project Funding. Second Hess. Ayes: Hess, Warnke, Edler, Schaffer and Fordyce.

f. Resolution #2026-10; A Resolution to Award Contract for 2026 Prairie Pointe
Park Aquatic Management

Council Member Fordyce made a motion to approve Resolution #2026-10. Second
Schaffer. Ayes: Hess, Warnke, Edler, Schaffer and Fordyce.

10. Discussion Items

a. Employee Benefits

Council requested further information on the cost of providing these benefits.

b. FY2027 Budget

Council requested to see budget with levy rates of \$11.60; \$12.74; and \$13.00 plus.

11. Reports of Elected Officials, City Staff and Standing Committees

Edler– shared recycling fees will increase.

Schaffer – shared parks have an open spot if anyone is interested.

Kaczmarczyk – shared he had discussed with IT how quickly they can terminate access to
computers when an employee leaves employment.

Fordyce – met with public works to discuss their needs.

Wilson – shared items from her memo to Council.

Nabity – shared she is working on W-2's and 1099's this week.

12. Adjourn Council Member Schaffer motioned to adjourn at 9:30 p.m. Warnke seconded.
Ayes: Hess, Warnke, Edler, Schaffer, and Fordyce



John Kaczmarczyk, Mayor

Attest: 

Debra J. Nabity, City Clerk