**MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING**
**ON JANUARY 15, 2026**

(Minutes to be approved at the February 5, 2026 meeting)

**This meeting of the City of Norwalk City Council, on January 15, 2026 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 5:03 p.m. Present at roll call: Andy Boerjan, Ed Kuhl, George Meinecke, and Kelsey Porter. Absent: Jason Brown. (RC = roll call vote)

Staff present included: Luke Nelson, City Manager; Jean Kelly, Finance Director; Lindsey Offenburger, Director of Internal Operations/City Clerk; Kerri Keyte, Human Resources Director; Jenn Porter, Fire Chief; Greg Staples, Police Chief; Carissa Williams, Parks & Recreation Director; Luke Parris, Community Development Director; Hollie Zajicek, Economic Development Director; Jean Strable, Library Director; Jim Dougherty, City Attorney; Tony Belizzi, City Engineer.

**Pledge of Allegiance**

Motion by Meinecke, seconded by Boerjan, to approve the agenda as presented, carried unanimously, voice vote.

**Dedicated Work Session**
FY 2027 Budget Overview and Department Budget Presentations

**Welcome of Guests and Public Comment**

**Consent Agenda**
Motion by Boerjan, seconded by Meinecke, to approve the consent agenda which included: January 8, 2026 Minutes of the Regular City Council Meeting; Renewal Class B Retail Alcohol License for Dollar General #284; Renewal Class C Retail Alcohol License for Sunset Lounge; **Resolution 26009** Setting Date for Public Hearing on Designation of the Expanded Norwalk Urban Renewal Area and on Urban Renewal Plan Amendment; **Resolution 26010** ordering construction of

certain public improvements (2026 Sanitary Sewer Rehabilitation Project), approving Preliminary Plans, and fixing a date for Hearing thereon and taking of Bids therefor; **Resolution 26011** approving DMOS Orthopaedic Centers (DMOS) High-Quality Jobs (HQJ) Grant Application; **Resolution 26012** authorizing the Chief of Police to dispose of City Property; **Resolution 26013** authorizing the Chief of Police to execute a 28E Agreement with the Iowa Department of Revenue for Tobacco, Alternative Nicotine, and Vapor Product Compliance Checks; **Resolution 26014** authorizing the Chief of Police to execute a 28E Agreement with the Iowa Department of Revenue for Alcohol Compliance Checks; **Resolution 26015** approving update to Employee Handbook - Deferred Compensation (457(b)) Policy; **Resolution 26016** approving Supplemental Agreement No. 1 with Snyder & Associates for additional engineering services for the W. High Road Subdrain Retrofit Project; **Resolution 26017** approving the purchase of materials to outfit a Parks & Recreation Vehicle for snow removal; Correspondence; Monthly Reports and Expenditures, carried unanimously, RC.

| PAYEE | DESCRIPTION | AMOUNT | | PAYEE | DESCRIPTION | AMOUNT |
|---|---|---|---|---|---|---|
| ACCO UNLIMITED CORPORATION | WINTERIZATION OF POOL | $857.79 | | KAYLEN PETULLO | GLASSES REIMB | $109.20 |
| AMAZON | BOOKS | $1,335.61 | | LARRY'S WINDOW SERVICE INC. | FIELDHOUSE WINDOW CLEANING | $600.00 |
| BAKER & TAYLOR INC | BOOK | $783.53 | | METRO WASTE AUTHORITY | YARD WASTE STICKERS | $150.00 |
| BLACK DIAMOND LANDSCAPING | FIELDHOUSE COURTYARD PROJECT | $33,565.00 | | MIDAMERICAN ENERGY | GAS/ELECTRIC | $20,738.35 |
| BOWEN DESIGN LLC | WINTER STAFF CLOTHING ORDER JANUARY 2026 | $1,261.60 | | PENWORTHY COMPANY | BOOKS | $186.70 |
| CAPITAL SANITARY SUPPLIES | PS CUSTODIAL SUPPLIES | $323.79 | | RESULTANT | GOOGLE LICENSES | $35,475.00 |
| CINTAS | WINTER FLOOR MATS - FIELDHOUSE | $113.39 | | THE IOWA POETRY ASSOCIATION INC | BOOK | $12.75 |
| CITY OF DES MOINES | WRA PAYMENT | $148,004.30 | | TRUENORTH COMPANIES, LC | EASE MONTHLY PMT | $706.00 |
| DARE IOWA | DARE DUES DUNLOP | $100.00 | | UPHDM OCCUPATIONAL MEDICINE | PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN | $573.54 |
| DSM SIGN CO LLC | SPONSORSHIP SIGN 1 | $55.00 | | KARLA JORGENSEN | UTILITY DEPOSIT REFUND | $52.21 |
| ERNEST J SEGEBART III | DADDY & ME DANCE | $300.00 | | SUNSET PROPERTY INVESTMENT | UTILITY DEPOSIT REFUND | $100.00 |
| FIRST NET | POLICE CELL PHONES | $6.56 | | BOCHENEK, DANIEL | UTILITY REFUND | $60.51 |
| GALLS LLC | UNIFORMS - DEFORD | $316.52 | | DR HORTON IOWA LLC | UTILITY REFUND | $9.29 |
| GREGG YOUNG | P142 REPAIR | $5,261.15 | | ELKIN, RICK | UTILITY REFUND | $18.75 |

| | | | | | | |
|---|---|---|---|---|---|---|
| HIRTA PUBLIC TRANSIT | HIRTA FY26 CONTRIBUTION | $4,000.00 | | GENESIS HOMES INC | UTILITY REFUND | $125.90 |
| HY-VEE | ACADEMY MEALS - DEFORD | $2,865.00 | | GRIMM, KIRSTIN | UTILITY REFUND | $13.29 |
| IMWCA | IMWCA FY26 | $15,370.00 | | HOCH, BRANDON | UTILITY REFUND | $82.99 |
| INFOMAX OFFICE SYSTEMS INC | MANAGED NETWORK SERVICES-LIGHTEDGE | $5,263.00 | | KRM DEVELOPMENT LLC | UTILITY REFUND | $211.31 |
| INGRAM LIBRARY SERVICES LLC | BOOKS | $261.44 | | LEGACY CIRCLE VILLAS II | UTILITY REFUND | $20.56 |
| INTOXIMETERS | INTOXIMETERS & PARTS | $850.00 | | LYNCH, DAVE & JENNIFER | UTILITY REFUND | $77.81 |
| IOWA COMMUNICATIONS NETWORK | INTERNET SERVICE | $1,128.00 | | RM MADDEN CONSTRUCTION | UTILITY REFUND | $56.53 |
| JACK WALLACE | POLICE CAR SEAT BELT EXTENDER | $10.89 | | SAGE HOMES INC | UTILITY REFUND | $323.79 |
| JAMES OIL COMPANY LLC | DIESEL | $4,755.04 | | WELLS FARGO BANK | CREDIT CARD CHARGES | $46,639.96 |
| | | | | | **TOTAL** | **$333,132.10** |

| **City of Norwalk** | | | |
|---|---|---|---|
| **December 2025 Revenues** | | | |
| | | | |
| **Fund** | **Revenues** | **Fund** | **Revenues** |
| General | $ 647,266.71 | NCIS Infrastructure | $ - |
| Trust & Agency | $ 12,126.00 | Water Utility | $ 445,145.04 |
| Road Use Tax | $ 166,074.70 | Water bond/sinking fund | $ - |
| Special Revenue | $ 57,723.15 | Water Improvement | $ 6,276,218.06 |
| T&A Self Funding | $ - | Water T&A | $ 675.44 |
| LOSST | $ 293,948.69 | Water Reserve | $ - |
| TIF | $ 6,441.79 | Sewer Utility | $ 431,278.86 |
| HIDTA forfeiture | $ - | Sewer Improvement | $ - |
| Economic Development | $ - | Sewer equipment replacement | $ - |
| T&A Plumbers Bonds | $ - | Storm Water | $ 69,414.90 |
| T&A Library Trust | $ 9,647.08 | Storm water equipment replacement | $ - |
| T&A Park Trust | $ 1,125.88 | Warren Water Buyout | $ 713.69 |
| Debt Service | $ 62,297.22 | | |
| Capital Improvements | $ 439,246.63 | **Total Monthly Revenues** | **$ 8,919,343.84** |

Motion by Porter, seconded by Meinecke to approve **Resolution 26018** approving the Site Plan Amendment for Cedarbrooke Place, carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to approve **Resolution 26019** accepting the Dunn Property Plat 2 Public Infrastructure and Releasing the Performance Surety, carried unanimously, RC.

Motion by Porter, seconded by Kuhl to pass the second reading of an Ordinance amending the Official Zoning Map of the City of Norwalk, Iowa by amending the Brody's Landing Planned Unit Development regarding bulk regulations for decks in Land Use Parcels C, D, and E, carried unanimously, RC.

**Future Agenda Items**

**Council Inquires and Staff Updates**

Motion by Kuhl, seconded by Meinecke to adjourn at 7:32 p.m., carried unanimously, voice vote.

| | |
|---|---|
| Tom Phillips, Mayor | Lindsey Offenburger, City Clerk |