MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING
ON FEBRUARY 5, 2026

(Minutes to be approved at the February 19, 2026 meeting)

This meeting of the City of Norwalk City Council, on February 5, 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, Jason Brown, Ed Kuhl, George Meinecke, and Kelsey Porter. (RC = roll call vote)

Staff present included: Luke Nelson, City Manager; Jean Kelly, Finance Director; Lindsey Offenburger, Director of Internal Operations/City Clerk; Kaylen Petullo, Deputy City Clerk; Kerri Keyte, Human Resources Director; Jenn Porter, Fire Chief; Greg Staples, Police Chief; Wayne Schwartz, Public Works Director; Carissa Williams, Parks & Recreation Director; Luke Parris, Community Development Director; Hollie Zajicek, Economic Development Director; Jim Dougherty, City Attorney; Tony Belizzi, City Engineer (via Zoom).

Pledge of Allegiance

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

Dedicated Work Session
FY 2027 Budget Overview and Department Budget Presentations continued from 01/15/2026.

Welcome of Guests and Public Comment
Tray Wade - President of EveryStep - Requesting contribution to continue Healthy Homes Iowa program.

Consent Agenda
Motion by Brown, seconded by Boerjan, to approve the consent agenda which included: January 15, 2026 Minutes of the Regular City Council Meeting;

Resolution 26020 appointing George Meinecke as the Alternate Representative to the Warren County 911 Board; **Resolution 26021** to approve Pay Estimate No. 7 and Change Order No. 3 to Northern Lines Contracting, Inc. for the North River Interceptor Extension - Phase 1 Project; **Resolution 26022** to approve Pay Estimate No. 7 to Jorgensen Contracting for the Highway 28 Beautification Project; **Resolution 26023** approving FY26 Budgeted IT Computer Hardware Equipment Purchase; **Resolution 26024** approving the IRS Arbitrage Rebate Earnings Payment related to the City's 2022A General Obligation Bonds; **Resolution 26025** appointing Phil Crum to the Norwalk Board of Adjustment; **Resolution 26026** setting the date for public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder to pay for Capital Improvements; **Resolution 26027** appointing Joe Ballard as the Alternate Representative to the Central Iowa Water Works (CIWW) Technical Committee; **Resolution 26028** approving a Music Performance License Agreement with SESAC LLC; **Resolution 26029** appointing Anthony Samuelson to the Norwalk Construction Board of Appeals; **Resolution 26030** appointing Justin Craig to the Norwalk Construction Board of Appeals; **Resolution 26031** accepting a Central Iowa Housing Trust Fund Grant and approving the Fund Forgivable Loan Agreement; Correspondence; Monthly Reports and Expenditures, carried unanimously, RC.

PAYEE	DESCRIPTION	AMOUNT		PAYEE	DESCRIPTION	AMOUNT
ABSOLUTE SOFTWARE, INC	WESTCOM POLICE & FIRE MOBILE ACCESS	$3,600.00		IOWA LAW ENFORCEMENT ACADEMY	MMPI SMITH	$150.00
ABT MAILCOM	UTILITY BILL PROCESSING & MAILING	$3,265.11		IOWA MEDICAID ENTERPRISE	GEMT MCO PAYMENT - JANUARY & FEBRUARY	$6,946.26
ACCESS TECHNOLOGIES INC	FAX PLAN	$52.99		IOWA SIGNAL INC	TRAFFIC LIGHTS	$300.00
AMANDA DORR	TOTAL BODY BLAST EM: NOVEMBER 17 - DECEMBER 26, 2026	$189.00		JAMES OIL COMPANY LLC	GASOHOL & STATE TAX	$17,393.42
AMAZON CAPITAL SERVICES	BOOKS + DVD'S	$144.98		JEAN STRABLE	MILEAGE REIMBURSEMENT	$29.67
ASCENDANCE TRUCKS LLC	PLOW TRUCK PARTS	$616.95		JORGENSEN CONTRACTING CO.	HWY 28 BEAUTIFICATION	$60,205.03
BAACK, DAN	MAILBOX REPLACEMENT	$75.00		KIMBALL MIDWEST	HARDWARE SHOP SUPPLIES	$340.56
BAKER & TAYLOR INC	BOOKS	$326.69		LIBRARY IDEAS LLC	VOX BOOKS	$2,083.88
BOLTON & MENK, INC	HWY 28 BEAUTIFICATION	$1,936.00		MATHESON TRI-GAS, INC.	OXYGEN BOTTLE RENTAL	$50.85
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	$3,975.00		METRO WASTE AUTHORITY	MONTHLY GARBAGE COLLECTION	$90,505.19
BOWEN DESIGN LLC	FD STOCKING CAPS	$372.36		MH LOGISTICS CORP	GUTTER BROOM	$1,619.16

BROTHERS CLEANING CORPORATION	2025 STREET REHAB PROJECT	$4,159.03	MICROMARKETING ASSOCIATES	BOOK	$253.46
CAPITAL CITY EQUIPMENT CO	PARTS FOR SKIDLOADER	$3,370.02	MIDAMERICAN ENERGY	801 NORTH AVE	$28,246.43
CAPITAL SANITARY SUPPLIES	CLEANING SUPPLIES - CH	$332.90	MUNICIPAL SUPPLY	SENSUS ANNUAL FEE	$12,657.04
CARRIER ACCESS IT LC	IT NETWORKS	$25,020.13	NICHOLS EQUIPMENT LLC	GENIE RENTAL FOR CHRISTMAS DECORATIONS	$1,106.00
CENTRAL IOWA PEST CONTROL SERVICES INC	PEST CONTROL - PW	$500.00	NORTH WARREN TOWN & COUNT	PUBLICATION	$243.66
CINTAS	WINTER FLOOR MATS - FIELDHOUSE	$340.17	NORTHERN LINES CONTRACTING INC	NORTH RIVER INTERCEPTOR PHASE 1	$123,589.06
CITY OF WEST DES MOINES	FIELD OPS LICENSE	$541.05	NORTHLAND	WASHER FLUID	$172.40
CITY SUPPLY CORPORATION	1 PISTON CLOSET FLUSH VALVE	$492.80	NORWALK HOTEL AND ASSOCIATES LLC	HIGH QUALITY JOBS GRANT (HQJ) PAYMENT	$3,500.00
CRITICAL HIRE	MMPI FOLLOW UP - SMITH	$200.00	ONENECK IT SOLUTIONS LLC	CITY WIDE PHONE SYSTEM	$158.16
DEJAH ROMAN	PRESENTER FEE	$80.00	OVERDRIVE INC	E BOOKS/ E AUDIOBOOKS	$621.30
DEPARTMENT OF THE TREASURY	2022A GO FORM 8038-T	$9,888.22	KYLE MCCULLOUGH	FIELD RENTAL REFUND	$37.45
EMS MANAGEMENT & CONSULTANTS INC	DECEMBER BILLING FEES	$2,638.74	PLAN IT SOFTWARE LLC	PLAN-IT CIP SOFTWARE	$4,000.00
FIRST RESPONDER SUPPLY LLC	PISTOLS	$4,567.88	PLUMB SUPPLY	BAY FLOOR REPAIR	$1,840.00
FORTERRA CONCRETE PRODUCTS INC	CONCRETE PIPE	$915.00	RELIANT FIRE APPARATUS INC	A1 REPAIR	$2,546.78
FOTH INFRASTRUCTURE & ENVIRONMENT, LLC	50TH AVE PAVEMENT REHABILITATION	$992.00	ROTARY CLUB OF NORWALK	QUARTERLY DUES - NELSON	$400.00
GALLS LLC	UNIFORMS - STAPLES	$1,575.94	SMITH'S SEWER SERVICE	CH PREVENTATIVE MAINTENANCE	$318.00
GARRATT-CALLAHAN COMPANY	PS BOILER WATER TESTING	$525.00	SNYDER & ASSOCIATES INC	PW/P&R STORAGE BLDG	$10,085.20
GOPHER SPORT	FIELDHOUSE BLEACHERS	$11,818.77	STARNET TECHNOLOGIES	NCC DATA CHARGES - BEARDSLEY LIFT STN	$60.00
GOVERNMENT FINANCE OFFICE	FINANCE OFFICERS ANNUAL MEMBER	$250.00	STRATUS BUILDING SOLUTIONS	CLEANING SERVICES	$1,196.00
GREATER DES MOINES PARTNERSHIP	DMDC TRIP - MAYOR/KP/HZ/LP	$11,000.00	TEK TO TEK INC	C600 CHARGING REPAIR	$290.00
GRIT MARKETING	REFUNDABLE PEDDLER PERMIT BOND	$600.00	THOMSON REUTERS WEST	CLEAR ACCESS	$342.00
HOTSY CLEANING SYSTEMS	SNOW SUPPLIES	$3,652.19	STEVE & JENNIFER CORREY	UTILITY DEPOSIT REFUND	$72.47
HUTCHINSON SALT COMPANY	SALT FOR ROADS	$35,357.75	VEENSTRA & KIMM INC.	2026 FOUNDER'S-ELM/SNYDER	$56,397.56
INGRAM LIBRARY SERVICES LLC	BOOK	$3,289.48	VISION CUSTOM SIGNS & GRAPHIC	GRAPHIC REPAIR REPLACE	$252.00
IOWA CONTRACTING	FD BAY REPAIR	$850.00	WARREN CO LEADERSHIP INSTITUTE	WCLI - ALCORN AND WALLACE	$1,000.00

IOWA DEPARTMENT OF TRANSPORTATION	SIGN TUBING	$1,986.50		WCEDC	GROW WARREN NOW INVESTMENT	$20,000.00
IOWA FIRE MARSHALS ASSOCIATION	MEMBERSHIP DUES 2026	$100.00		WHKS	LEGACY AREA STREET MAINTENANCE	$96.80
					TOTAL	**$588,703.44**

Public Hearing regarding an Amendment to the Orchard Hills Planned Unit Development related to R-4 High Density Residential and C-5 Traditional Neighborhood Commercial uses in PUD Parcels 1A and 1B.

Mayor Phillips opened the public hearing at 5:51 p.m. Luke Parris presented the amendment. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 5:55 p.m.

Motion by Kuhl, seconded by Meinecke to pass the first reading of an Ordinance amending the Master Plan and Rules, Regulations, and Guidelines for the Orchard Hills Planned Unit Development as Contained in Ordinance 04-05, carried unanimously, RC.

Motion by Porter, seconded by Kuhl to approve **Resolution 26032** approving the Site Plan Amendment for Cedarbrooke Place, carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to remove from table the consideration of the second reading of an Ordinance amending the Code of Ordinances of the City of Norwalk, Iowa to adopt a Zoning Amendment related to Gates on Commercial Property, carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to pass the second reading of an Ordinance amending the Code of Ordinances of the City of Norwalk, Iowa to adopt a Zoning Amendment related to Gates on Commercial Property, carried unanimously, RC.

Motion by Meinecke, seconded by Porter to pass the final reading of **Ordinance 26-01** 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

Motion by Meinecke, seconded by Porter to place EveryStep contribution request on a future agenda, carried unanimously, voice vote.

Council Inquires and Staff Updates

Motion by Boerjan, seconded by Meinecke to adjourn at 6:40 p.m., carried unanimously, voice vote.

Tom Phillips, Mayor	Lindsey Offenburger, City Clerk