MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING
ON MAY 7, 2026

(Minutes to be approved at the May 21, 2026 meeting)

This meeting of the City of Norwalk City Council, on May 7, 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 6:00 p.m. Present at roll call: Andy Boerjan, Jason Brown, George Meinecke, and Kelsey Porter. Absent: Ed Kuhl. (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; Jean Strable, Library Director; Jim Dougherty, City Attorney; Tony Belizzi, City Engineer.

Pledge of Allegiance

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

Welcome of Guests and Public Comment
Richard Glade - 612 Sawgrass - Spoke on e-bikes and e-scooters, hoping for a future agenda item/action by council to enact laws pertaining to use.

Amber - 7933 Hwy 28, Prole IA - presented Sunset Fest in hopes the City will partner with the event October 9-10, 2026.

Presentations
Metro Waste Authority

Proclamations

National Police Week (May 10-16, 2026)
Emergency Medical Services Week (May 17-23, 2026)
Public Works Week (May 17-23, 2026)

Consent Agenda

Motion by Brown, seconded by Meinecke, to approve the consent agenda which included: April 16, 2026 Minutes of the Regular City Council Meeting; **Resolution 26088** to approve the Fiscal Year 2027 Wage Matrix; **Resolution 26089** setting the date for a Public Hearing on the Fiscal Year 2026 Budget Amendment; **Resolution 26090** approving a Contract with MidAmerican Energy Company for Seasonal Pole Decorations; **Resolution 26091** to approve Pay Estimate No. 2 to TK Concrete for the W High Road Subdrain Retrofit Project; **Resolution 26092** to approve Pay Estimate No. 10 to Northern Lines Contracting, Inc. for the North River Interceptor Extension - Phase 1 Project; **Resolution 26093** Certifying the Population of Annexed Territory (Shepler/Patterson Properties) to the Iowa State Treasurer pursuant to Iowa Code Section 312.2(4); **Resolution 26094** appointing Clayton Garrison to the Norwalk Planning & Zoning Commission; **Resolution 26095** appointing Brodie Wubben to the Norwalk Board of Adjustment; **Resolution 26096** approving an Agreement with Roe Consulting LLC for GEMT (Ground Emergency Medical Transportation) Cost Reporting and Consulting Services; **Resolution 26097** adopting the Bloodborne Pathogens: Exposure Control Plan and Procedures; **Resolution 26098** adopting the Incident Reporting and Review Procedure; and Expenditures, carried unanimously, RC.

PAYEE	DESCRIPTION	AMOUNT		PAYEE	DESCRIPTION	AMOUNT
A+ LAWN AND LANDSCAPE	IRRIGATION CONTROL BOX 1 & 2 REPAIRS - REPLACED ROTORS & STRAIGHTEN/RAISE ROTORS	$10,948.80		JONATHAN MAY	PRESENTER FEES	$450.00
ACCO UNLIMITED CORPORATION	CHEMICALS	$1,029.50		JP PARTY RENTALS LLC	PRESENTER FEES	$400.38
ACME TOOLS	SMALL TOOLS AND GRINDER	$473.89		KERRI KEYTE	TRAVEL REIMBURSEMENT	$98.55
AIR-CON MECHANICAL CORP	PREVENTATIVE MAINTENANCE INSPECTION	$569.07		LAKEVIEW BOOKS	BOOKS	$248.12
AMAZON CAPITAL SERVICES	BOOKS	$870.15		LERNER PUBLISHING GROUP	BOOKS	$113.94
ANNETTE CLARK	EYEGLASS REIMBURSEMENT	$214.60		LOGAN CONTRACTORS SUPPLY	PLEXI MELT - POTHOLE FILLER	$5,108.32

BEACON ATHLETICS	NEW BASES/PITCHING RUBBERS AND BASE PLUGS FOR MCANINCH BB/SB FIELDS	$2,446.92	MARTIN MARIETTA	3/4 ROAD STONE	$8,380.54
BENTLEY RIDGE TREE FARM	SITE TREE REPLACEMENTS	$7,099.00	METRO WASTE AUTHORITY	MONTHLY GARBAGE COLLECTION	$89,550.31
BLANK PARK ZOO FOUNDATION	PERFORMER FEE	$250.00	MICROMARKETING ASSOCIATES	BOOK	$960.69
BOLTON & MENK, INC	HWY 28 BEAUTIFICATION	$661.00	MIDAMERICAN ENERGY	801 NORTH AVE	$3,830.56
BOONE SIEREN	WINDFLOWER PARK SIDEWALK REPAIR	$5,500.00	MIDWEST BREATHING AIR LLC.	QUARTERLY AIR TEST	$208.60
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	$900.96	MISSION COMMUNICATIONS LLC	E27TH LIFT STATION MONITORING	$563.40
BOWEN DESIGN LLC	BIKE SAFETY DAY T-SHIRTS	$457.50	MUNICIPAL COLLECTIONS OF AMERICA INC	COLLECTIONS SERVICE FEE - EMS	$1,047.55
BROAD REACH BOOKS	BOOKS	$138.68	MUNICIPAL SUPPLY	INTAKE REBUILD	$24,730.28
CAPITAL CITY EQUIPMENT CO	PARTS FOR SKIDLOADER	$145.06	NICHOLS EQUIPMENT LLC	LIFT RENTAL	$2,912.00
CAPITAL SANITARY SUPPLIES	PW CUSTODIAL SUPPLIES	$1,227.49	NIPPON SANSO MATHESON INC	OXYGEN BOTTLE RENTAL	$324.65
CARTER PRINTING CO., INC.	WINDOW ENVELOPES	$452.00	NORTH WARREN TOWN & COUNT	PUBLICATIONS	$824.99
CATHERINE SHOOK	REIMBURSEMENT FOR LUNCH DURING PLA CONFERENCE	$90.55	NORTHERN LINES CONTRACTING INC	NORTH RIVER INTERCEPTOR PHASE 1	$814,078.26
CAVENDISH SQUARE	BOOKS	$186.03	NORWALK CEMETERY ASSOC	NORWALK CEMETERY ASSOC	$12,500.00
CELIA SHACKLETT	PRESENTER FEES	$550.00	NORWALK COMMUNITY SCHOOLS	28E IT AGREEMENT	$125,000.00
CENTER POINT PUBLISHING	BOOKS	$75.51	NORWALK READY-MIXED CONCR	CONCRETE - MANHOLES	$1,666.00
CHRISTINA OLSON	REIMBURSEMENT FOR PLA DINING	$66.69	PENWORTHY COMPANY	BOOKS	$336.06
CINTAS	SUMMER FLOOR MATS @ FIELDHOUSE	$242.76	QUICK SUPPLY CO	EROSION CONTROL	$302.80
CITY OF WEST DES MOINES	WESTCOM PAYMENT	$118,223.94	RED BRICK RESOURCES	BOOKS	$134.46
CITY SUPPLY CORPORATION	TOOLS	$444.49	RICK E BRAMMER	PERFORMER FEE	$925.00
COMMUNICATION INNOVATORS	FIBER PW PR BUILDING	$2,240.36	ROTARY CLUB OF NORWALK	QUARTLY DUES - OLSON	$600.00
D & K PRODUCTS	GRASS SEED	$1,793.75	SAFE BUILDING LLC	BUILDING PLAN REVIEW	$887.62
DENCO HIGHWAY CONSTRUCTION	STREET MAINTENANCE	$56,294.80	SCIENCE CENTER OF IOWA	PRESENTER FEES	$400.00

CORPORATION					
DEYARMAN FORD OF INDIANOLA	PR 4136 TPMS	$62.71	SMART APPLE MEDIA	BOOKS	$199.47
DO ART PRODUCTIONS LLC	PRESENTER FEES	$495.00	SMITH'S SEWER SERVICE	CH PREVENTATIVE MAINTENANCE	$912.11
FEH ASSOCIATES INC	FUNDRAISING CONSULTING	$3,780.00	SNYDER & ASSOCIATES INC	SOUTHERN LOOP STUDY	$15,514.83
FIRST RESPONDER SUPPLY LLC	UNIFORMS - HEPPERLEY	$379.96	STRATUS BUILDING SOLUTIONS	CLEANING SERVICES - LIBRARY	$1,196.00
GALLS LLC	UNIFORMS - HALLER	$214.13	SUNDOWN EQUIPMENT	PW 1015 OIL FILTER	$30.22
GARRATT-CALLAHAN COMPANY	PS BOILER WATER TESTING	$525.00	THE SHREDDER	PS SHREDDING	$72.00
GRAINGER INC	GEAR OIL	$196.52	THOMSON REUTERS WEST	CLEAR ACCESS	$342.00
GREATER DES MOINES CONVENTION AND VISITOR	CATCH DM	$3,210.24	TK CONCRETE	W HIGH RD SUBDRAIN RETROFIT	$140,899.78
GREG STAPLES	EYEGLASS REIMBURSEMENT	$250.00	TRAFFIC CONTROL CORPORATION	NORTH AVE REPAIR	$365.00
INGRAM LIBRARY SERVICES LLC	BOOK	$3,968.95	ULINE	KITCHEN FAUCET FOR WINDFLOWER KITCHEN	$1,938.88
IOWA COMMUNICATIONS NETWORK	INTERNET SERVICE	$1,128.00	UPHDM OCCUPATIONAL MEDICINE	EE PHYSICAL/DRUG SCREEN	$382.58
IOWA ONE CALL	LOCATE SERVICES	$71.20	KYLE CRAFT	UTILITY DEPOSIT REFUND	$6.41
IOWA PRISON INDUSTRIES	STREET SIGNS	$1,833.05	MATTI VANCE	UTILITY DEPOSIT REFUND	$57.80
IOWA SIGNAL INC	HWY 28 SIGNAL PROJ	$10,652.55	MICHAEL & EVAN MCMULLAN	UTILITY DEPOSIT REFUND	$12.64
J PETTIECORD	MULCH FOR CITY BUILDINGS AND PARKS	$1,847.40	NICK WILLEY	UTILITY DEPOSIT REFUND	$0.13
JAMES OIL COMPANY LLC	GASOHOL & STATE TAX	$14,457.67	SASHA LARSON	UTILITY DEPOSIT REFUND	$57.80
JASON KOLLUM	PRESENTER FEES	$450.00	STEVE POTTEBAUM	UTILITY DEPOSIT REFUND	$44.02
JEAN STRABLE	REIMBURSEMENT FOR VEHICLE RENTAL, PLA CONFERENCE	$419.21	VEENSTRA & KIMM INC.	OER - HOLLAND POINTE PLAT 5	$98,278.67
JENNA FEENEY	RAIN BARREL GRANT	$75.00	WHKS	2026 STREET REHAB PROJECT	$13,332.20
JOE BALLARD	SAMS CLUB RENEWAL REIMB	$110.00	ZIMCO SUPPLY CO	WHITE AERESOL PAINT FOR SOCCER	$1,160.00
				TOTAL	**$1,629,105.71**

Public Hearing regarding a Zoning Amendment to the Farms of Holland Planned Unit Development to add "Car Wash" as an allowed use in Land Use Parcel 3.

Mayor Phillips opened the public hearing at 6:47 p.m. Applicant requested to table consideration, Public Hearing to continue May 21, 2026.

Public Hearing regarding a proposal to amend property on 50th Avenue at Parcel No. 64025110461 from R-1 Single Family Residential to A-R Agricultural Reserve.

Mayor Phillips opened the public hearing at 6:42 p.m. Luke Parris presented the proposal. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 6:43 p.m.

Motion by Boerjan, seconded by Meinecke, to pass the First Reading of an Ordinance amending the Official Zoning Map of the City of Norwalk, Iowa by Rezoning Parcel No. 64025110461 from R-1(60) Single Family Residential to A-R Agricultural Reserve, carried unanimously, RC.

Public Hearing regarding a Zoning Amendment to Chapter 175A.21 regarding Exceptions to Yard Requirements.

Mayor Phillips opened the public hearing at 6:44 p.m. Luke Parris presented the amendment. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 6:46 p.m.

Motion by Porter, seconded by Boerjan, to pass the First Reading of an Ordinance amending the Official Zoning Ordinance of the City of Norwalk, Iowa by Amending Chapter 175A.21 regarding Exceptions to Yard Requirements, carried unanimously, RC.

Public Hearing regarding a proposal to amend the Norwalk Future Land Use Plan in the vicinity of Highway R63 and Dubuque Street, the site of the recorded Rosewood North Plat.

Mayor Phillips opened the public hearing at 6:47 p.m. Luke Parris presented the amendment. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 6:52 p.m.

Motion by Boerjan, seconded by Porter to approve **Resolution 26099** amending the Comprehensive Plan of the City of Norwalk, Iowa by changing the Future Land Use Classification in the vicinity of Highway R63 and Dubuque Street, the site of the recorded Rosewood North Plat, from Medium-Density Residential and Commercial/Industrial Flex to Low-Density Residential, carried unanimously, RC.

Public Hearing regarding the 2026 Street Patching Project.

Mayor Phillips opened the public hearing at 6:53 p.m. Wayne Schwartz presented the project. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 6:57 p.m.

Motion by Brown, seconded by Boerjan to approve **Resolution 26100** approving plans, specifications, form of contract and estimate of cost for the 2026 Street Patching Project, carried unanimously, RC.

Motion by Brown, seconded by Porter to approve **Resolution 26101** awarding Contract for the 2026 Street Patching Project, carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve **Resolution 26102** approving Contract and Bond for the 2026 Street Patching Project, carried unanimously, RC.

Motion by Meinecke, seconded by Boerjan to approve **Resolution 26103** approving the Amended Site Plan of Titan Storage, carried unanimously, RC.

Motion by Boerjan, seconded by Porter to approve **Resolution 26104** approving the Preliminary Plat & Site Plan of Dunn Property Plat 3, carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve **Resolution 26105** approving the Final Plat of Dunn Property Plat 3, carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve **Resolution 26106** as amended authorizing and approving a Loan Agreement, providing for the sale and issuance of General Obligation Corporate Purpose Bonds, Series 2026A and providing for the levy of taxes to pay the same, including accepting a premium of $457,160.80 and placing those funds into the North River Sewer Project Fund; carried unanimously, RC.

Motion by Porter, seconded by Brown to pass the First Reading of an Ordinance amending Chapter 177, Rates and Fees, of the Norwalk Code, providing for Amended Building Permit Valuation Fee, carried unanimously, RC.

Motion by Boerjan, seconded by Brown to pass the Second Reading of an Ordinance amending Chapter 177, Rates and Fees, of the Norwalk Code, providing for Amended Fees for Park and Recreation Volleyball Programs, carried unanimously, RC.

Motion by Boerjan, seconded by Porter to pass the First Reading of an Ordinance Amending and Replacing in its entirety Chapter 92.12 of the Norwalk Code providing for a Water Use Plan, carried unanimously, RC.

Motion by Brown, seconded by Porter to approve **Resolution 26107** withdrawing prior approval of a parking waiver for Dunn Industrial aCondominiums, with referral back to Planning & Zoning for further study and recommendation, carried unanimously, RC.

Future Agenda Items

Council Inquires and Staff Updates

Motion by Brown, seconded by Porter to adjourn at 8:08 p.m., carried unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk