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

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

This meeting of the City of Norwalk City Council, on November 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 6:00 p.m. Present at roll call: Jason Brown, Ed Kuhl (via Zoom), George Meinecke, and Kelsey Porter (via Zoom). Absent: Andy Boerjan (RC = roll call vote)

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

Pledge of Allegiance

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

Welcome of Guests and Public Comment

Consent Agenda

Motion by Brown, seconded by Meinecke, to approve the consent agenda which included: October 15, 2026 Minutes of the Regular City Council Meeting; Renewal Class "E" Retail Alcohol License for Fareway Stores, Inc; Renewal Class "C" Retail Alcohol License for Echo Valley Country Club; **Resolution 26246** Approving the City of Norwalk's Fiscal Year 2026 Street Finance Report; **Resolution 26247** approving renewal of Employee Benefits Programs Effective January 1, 2027; **Resolution 26248** approving the Public Participation at Public

Meetings Policy and amending the City Council Remote Participation, Public Comment & Public Streaming Policy; **Resolution 26249** Authorizing the Chief of Police to execute a 28E Agreement with the Iowa Department of Revenue for Alcohol Compliance Checks; **Resolution 26250** Approving Expenditures for the Senior Management Institute for Police; **Resolution 26251** Approving Expenditures for Stream Bank Stabilization to Protect Sanitary Sewer Infrastructure; **Resolution 26252** Setting Date for Public Hearing on Designation of the Expanded Norwalk Urban Renewal Area and on Urban Renewal Plan Amendment (Founders District and Eggar's Retail Plaza); **Resolution 26253** approving Pay Estimate No. 1 to Visu-Sewer, LLC for the 2026 Sanitary Sewer Rehabilitation Project; **Resolution 26254** approving participation in the Albertsons National Opioid Settlement and authorizing execution of the Participation Form; **Resolution 26255** Approving Revisions to the Economic Development Technician Job Description, Position Restructuring, and Employee Compensation; **Resolution 26256** to approve Pay Estimate No. 3 to Steele Excavating for the 2026 Founders Water Main Replacement Project; **Resolution 26257** approving the purchase of a used dump truck for the Public Works Department; Special Event Application for the City Tree Lighting & Lighted Parade Event on November 20, 2026; Correspondence; and Expenditures, carried unanimously, RC.

Payee	Description	Amount		Payee	Description	Amount
A+ LAWN AND LANDSCAPE	IRRIGATION SHUTDOWN @ MCANINCH	2,800.00		JIM GEORGE	TOPSOIL	2,625.00
ABT MAILCOM	UTILITY BILL PROCESSING & MAILING	3,527.16		KIMBALL MIDWEST	HARDWARE SHOP SUPPLIES	602.35
ACCESS TECHNOLOGIES INC	FAX PLAN	52.99		KLM ENGINEERING INC	WATER TOWER MIXER	22,408.00
ACCO UNLIMITED CORPORATION	WINTERIZATION OF POOL	3,132.50		LARRY'S WINDOW SERVICE INC.	PS - WINDOW CLEANING	300.00
ACCURATE COMMERCIAL	HYDRANT METER DEPOSIT REFUND	2,261.45		LEGACY EMERGENCY VEHICLES	FY25 AMBULANCE REPLACEMENT	384,663.00
ADVANCED PROBLEM SOLUTIONS	CH HVAC ADMIN	41,208.75		LOGAN CONTRACTORS SUPPLY	STREET PATCHING MATERIALS	3,590.65
AMANDA DORR	RISE AND TONE SEPTEMBER 25 - NOVEMBER 6, 2026	189.00		MAD CITY WINDOWS	PEDDLER PERMIT REFUND	210.00
AMAZON CAPITAL SERVICES	BOOKS	20.98		MARTIN MARIETTA	STORM REPAIR	1,169.14
ASCENDANCE TRUCKS LLC	PLOW TRUCK PARTS	166.48		MARY JANE SHARP	CARDIO AND TONING SEPTEMBER 29 - NOVEMBER 12, 2026	728.00
BENTLEY RIDGE TREE FARM	TREES AND TREE WRAP FOR PLUM PARK	4,594.97		MATT OUVERSON	GLASSES REIMB	200.00
BIG GREEN UMBRELLA MEDIA INC	NORWALK LIVING OCT 2026	999.00		MICHAEL FREDERICK	BOOK	25.00

BOLTON & MENK, INC	ELM SIDEWALK PP2	1,925.50		MICROMARKETING ASSOCIATES	BOOKS	788.08
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	1,580.98		MIDAMERICAN ENERGY	801 NORTH AVE	23,119.26
BROWN EQUIPMENT	FIVE BLADE SETS/HYDRO KITS/OIL CHANGE KITS	2,118.05		MIDWEST BREATHING AIR LLC.	QUARTERLY AIR TEST	208.60
CAPITAL SANITARY SUPPLIES	PW CUSTODIAL SUPPLIES	178.61		MUNICIPAL SUPPLY	WASTEWATER SUPPLIES	4,862.64
CENTER POINT PUBLISHING	BOOKS	65.17		NIPPON SANSO MATHESON INC	OXYGEN BOTTLE RENTAL	60.12
CENTRAL IOWA HOUSING TRUST FUND	CIHTF LOCAL MATCH	4,602.00		NORTH WARREN TOWN & COUNT	PUBLICATIONS	366.24
CENTRAL IOWA WATER WORKS	CIWW CAPITAL COSTS	96,886.00		NORTHLAND	BULK OIL - 15W40	663.00
CINTAS	SUMMER FLOOR MATS AT FIELDHOUSE	242.76		NORWALK READY-MIXED CONCR	CONCRETE - STORM	11,990.00
CITY OF DES MOINES	WRA PAYMENT	169,018.00		OVERDRIVE INC	EBOOKS	180.98
CITY SUPPLY CORPORATION	REPAIR PARTS	289.93		CARRIE COLLINS	KITCHEN REFUND	15.00
COMMERCIAL SERVICE INNOVATION INC	ICE MACHINE SANITATION	783.75		MARISOL BALDERAS	KITCHEN REFUND	15.00
CONWAY SHIELD	5 PAIR OF GLOVES	375.00		RORY TAYLOR	KITCHEN REFUND	15.00
COOK PLUMBING	LOBBY AND STORAGE CLEAN OUT AND INSTALLING CLEAN OUT	3,669.00		PEAK SOFTWARE SYSTEMS	SPORTSMAN SOFTWARE SERVICES INCLUDING MEMBERSHIP, POINT OF SALE, INVENTORY, CLOUD HOSTING, AND ATTENDANCE MODULES	6,545.56
CORE & MAIN	SUBDRAIN	636.22		ROTHOMAS MFG CO.	MEMORIAL BENCH - JIM SPRATT	1,598.00
DEJAH ROMAN	PRESENTER FEE	80.00		ROTARY CLUB OF NORWALK	QUARTERLY DUES - NELSON	200.00
DR HORTON - IOWA LLC	REFUND FOR PERMIT - CHANGED SQ FT VALUATION	602.12		SHOWTIME HOMES	REFUND FOR METER & MXU	555.00
EMC INSURANCE COMPANIES	AUTO EXPENSES	1,028.00		SHYFT COLLECTIVE CONSTRUCTION	HYDRANT METER DEPOSIT REFUND	545.87
EMS DETERGENT SERVICES	GEAR WASH	10.00		SNYDER & ASSOCIATES INC	BEARDSLEY WIDENING-LAKEWOOD SCHOOL PROJECT	74,339.76
EXTERIOR SHEET METAL, INC	STAINLESS STEEL HOOD AND INSTALL WITH WINDOW CAP	552.01		SPORTSMAN LC	SPORTSMAN PORTION STOREY KENWORTHY PRIOR YEARS	2,500.00
FELD FIRE	STRUCTURAL FIRE GEAR	3,920.83		STRATUS BUILDING SOLUTIONS	CLEANING SERVICES	1,196.00
GALLS LLC	UNIFORMS - PORTER	709.89		SUNDOWN EQUIPMENT	LEAK REPAIRS	176.70
GAME TIME	BILLY O SURFACING PATCH KIT	1,808.00		THE CHILD'S WORLD INC	BOOKS	748.50
GARRATT-CALLAHAN COMPANY	PS BOILER WATER TESTING	525.00		THE IOWA POETRY ASSOCIATION INC	BOOK	12.75
GREATER DES MOINES CONVENTION AND VISITOR	CATCH DM	2,608.23		THE KNOX COMPANY	ANNUAL LICENSE AGREEMENT	721.00
GRIMES ASPHALT AND PAVING	MCANINCH PARKING LOT RESURFACING	143,508.00		TIM HILDRETH CO	BOILER SAFETY CHECKS	580.00

HEDBERG AND SON ROOFING INC	PS ROOF REPAIR	81,560.00		TITAN MACHINERY	BUCKET REPAIRS	349.25
HOTSY CLEANING SYSTEMS	HOTSY SERVICE & REPAIR	203.41		UNITYPOINT HEALTH AT WORK	ANNUAL CONSORTIUM FEE	402.29
IMWCA	IMWCA FY27	12,857.00		USA BLUE BOOK	METER WIRE	791.92
INGRAM LIBRARY SERVICES LLC	BOOKS	2,133.45		JORDAN CHRISTIANSEN	UTILITY DEPOSIT REFUND	45.30
IOWA COMMUNICATIONS NETWORK	INTERNET SERVICE	1,128.00		KYLE REEVES	UTILITY DEPOSIT REFUND	38.35
IOWA CONTRACTING	FD BAY REPAIR	31,230.00		LISA WOOD	UTILITY DEPOSIT REFUND	12.63
IOWA FIREFIGHTERS ASSC.	ANNUAL DUES	84.00		MIKE HARDY	UTILITY DEPOSIT REFUND	56.23
IOWA MEDICAID ENTERPRISE	GEMT MCO PAYMENT - OCTOBER & NOVEMBER	12,353.08		NICHOLAS WEILAND	UTILITY DEPOSIT REFUND	10.54
IOWA STATE EXTENSION	BABYSITTING CLINIC	750.00		WILLIAM TVEITE	UTILITY DEPOSIT REFUND	54.00
IOWA TENNIS 4U	TENNIS GRANT REIMBURSEMENT	1,090.00		VEENSTRA & KIMM INC.	BEARDSLEY LIFT STATION	89,879.07
JAMES OIL COMPANY LLC	DIESEL	23,907.93		VENDNOVATION, LLC	MEDICATION VENDING MACHINE	12,175.88
JEAN STRABLE	MILEAGE REIMBURSEMENT	260.82		VISU-SEWER, INC	2026 SEWER REHAB PROJECT	61,184.93
JENN PORTER	HOTEL REIMBURSEMENT	273.70		WAGONER ROOFING	PEDDLER PERMIT REFUND	50.00
				GRAND TOTAL		1,378,082.31

Continuation of Public Hearing regarding an amendment to the Norwalk Zoning Ordinance to amend the R-1 District to add Apiculture (Beekeeping) as an Accessory Use

Mayor Phillips continued the Public Hearing at 6:04 pm. Luke Parris presented the amendment. Lindsey Offenburger reported receiving no written or oral comments. Mayor Phillips closed the Public Hearing at 6:13 pm.

Motion by Brown, seconded by Porter to pass the first reading of the amended ordinance of the Official Zoning Ordinance of the City of Norwalk, Iowa by Amending Chapter 175A and 175B Regarding the Establishment of Apiculture (Beekeeping) as an Allowed Accessory Use, by removing Chapter 160 Iowa Code Registration requirement, and removing the sign requirement requested by the Planning & Zoning Commission, carried unanimously, RC.

Continuation of Public Hearing regarding an amendment to the Norwalk Zoning Ordinance to properly classify Tattoo Studios in the C-2 Zoning District

Mayor Phillips continued the Public Hearing at 6:15 pm. Luke Parris presented the amendment. Lindsey Offenburger reported receiving no written or oral comments. Mayor Phillips closed the Public Hearing at 6:16 pm.

Motion by Kuhl, seconded by Porter to pass the first reading of an ordinance amending the Official Zoning Ordinance of the City of Norwalk, Iowa by Amending Chapter 175B to properly classify Tattoo Studios as an Allowed Use in the C-2 Zoning District, carried unanimously, RC.

Public Hearing on the proposed expansion of the Norwalk Urban Renewal Area
Mayor Phillips opened the Public Hearing at 6:19 pm. Hollie Zajicek presented the amendment. Lindsey Offenburger reported receiving no oral or written comments. Mayor Phillips closed the Public Hearing at 6:21 pm.

Motion by Meinecke, seconded by Brown to approve **Resolution 26258** to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Expanded Norwalk Urban Renewal Area, carried unanimously, RC.

Motion by Meinecke, seconded by Brown to approve the first reading of an ordinance Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Tract), carried unanimously, RC.

Motion by Brown, seconded by Meinecke to waive the second and third reading of **Ordinance 26-25** Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Tract), carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve the first reading of an ordinance Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Sunset Dr/Gregg Young), carried unanimously, RC.

Motion by Brown, seconded by Meinecke to waive the second and third reading of **Ordinance 26-26** Providing for the Division of Taxes Levied on Taxable

Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Sunset Dr/Gregg Young), carried unanimously, RC.

Motion by Kuhl, seconded by Porter to approve the first reading of an ordinance Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Dunn Industrial West), carried unanimously, RC.

Motion by Brown, seconded by Meinecke to waive the second and third reading of **Ordinance 26-27** Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Dunn Industrial West), carried unanimously, RC.

Motion by Meinecke, seconded by Porter to approve the first reading of an ordinance Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Chatham North), carried unanimously, RC.

Motion by Brown, seconded by Meinecke to waive the second and third reading of **Ordinance 26-28** Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Chatham North), carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve the first reading of an ordinance Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Beardsley/Sunset SE), carried unanimously, RC.

Motion by Brown, seconded by Porter to waive the second and third reading of **Ordinance 26-29** Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 40319 of the Code of Iowa (Beardsley/Sunset SE), carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to approve **Resolution 26259** approving the Capital Improvement and Special Assessment Policy, carried unanimously, RC.

Motion by Meinecke, seconded by Brown to approve **Resolution 26260** approving the advance hiring of two Police Officers and authorizing the use of COPS Hiring Grant Funding, with staff authorized to determine whether to proceed with 70% grant reimbursement at an estimated cost of $44,000 or 45% grant reimbursement at an estimated cost of $53,000, plus an anticipated vacation payout of $18,000 under either option, carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve the first reading of an ordinance Repealing Section 135.14 of the Norwalk Code of Ordinances Regarding Capital Improvement Projects Cost Sharing, carried unanimously, RC.

Motion by Brown, seconded by Porter to approve the second reading of an ordinance amending the Code of Ordinances of the City of Norwalk, Iowa to adopt a Zoning Amendment related to Definitions, Home Occupations, and Sign Regulations, carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve the second reading of an ordinance amending the Official Zoning Map the the City of Norwalk, Iowa by amending the Maple Heights Planned Unit Development regarding location and type of residential uses, carried unanimously, RC.

Motion by Brown, seconded by Meinecke to approve the first reading of an ordinance Amending Chapter 177 - Rates and Fees of the Norwalk Code of Ordinances, carried unanimously, RC.

Future Agenda Items

Council Inquires and Staff Updates

Motion by Brown, seconded by Meinecke to adjourn at 7:03 p.m., carried unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk