



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
March 6, 2017

Call to Order and Roll Call - 6:00 P.M.

1. Invocation: Mayor David Krutzfeldt

2. Pledge of Allegiance.

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

3. Roll Call

_____ Mayor David Krutzfeldt, Council Members:

_____ Burnett, _____ Caligiuri, _____ Jimenez, _____ Moore, _____ Ver Steeg,

_____ Walling, _____ Yates.

Documents:

[20170306 AGENDA ITEMS 1 TO 3 BURST.DOCX](#)

4. Community Comments.

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. Any questions are to be asked of the City Staff, Council Members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.

Documents:

[20170306 COMMUNITY COMMENTS BURST.DOCX](#)

5. Consider Adoption of Consent Agenda as Presented or Amended.

All items appearing on the Consent Agenda are considered routine by the City Council and shall be enacted by one motion. If discussion is desired, that item shall be removed, discussed separately and approved by a separate motion of the City Council.

Documents:

[20170306 CONSENT AGENDA PAGE BURST BW.DOCX](#)

A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.

1. February 21, 2017 Regular City Council Meeting Minutes
2. February 27, 2017 Special City Council Meeting Minutes
2. March 6, 2017 Agenda

Documents:

[20170306 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES FEBRUARY 21, 2017.DOC](#)
[CITY COUNCIL SPEC MINUTES FEBRUARY 27 2017.DOCX](#)

B. Receive and file minutes of Boards and Commissions

Any recommendations contained in minutes become effective only upon separate Council action.

The minutes of various city boards and commissions are contained in the agenda packet to receive and file.

Documents:

[20170306 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#)
[20170116 WB MINUTES.DOCX](#)
[FEBRUARY AIRPORT COMMISSION MINUTES.PDF](#)

C. Consider payment of claims for February 2017.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CLAIMS.DOCX](#)
[COUNCIL CLAIMS LIST 02272017.PDF](#)
[MANUAL CHECK REPORT 02242017 .PDF](#)
[CLAIMS OVER 500.PDF](#)

D. Consider approval of a renewal application for a Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales for Hy-Vee, Inc., Hy-Vee, 110 South D Street.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM HY VEE 03062017.DOCX](#)

E. Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales for RRR Properties, LLC dba Oskaloosa Cenex, 1911 17th Avenue East.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM OSKY CENEX 03062017.DOCX](#)

F. Consider approval of a five day application for a Class A Liquor License from Mahaska County Pheasants dba Mahaska County Pheasants Forever, 200 High Avenue West.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM MAH CO PHEASANTS 03062017.DOCX](#)

G. Consider a resolution adopting the city of Oskaloosa revised position description.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM-POSITION DESCRIPTION FORMS \(1\).DOCX](#)
[OSKALOOSA JOB DESCRIPTION RESOLUTION \(01306262X7F7E1\).DOC](#)
[BUILDING INSPECTOR 2017 \(002\).PDF](#)

H. Consider a resolution establishing fiscal year 2018 salary schedule for nonunion employees.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM SALARIES.DOCX](#)
[RESOLUTION SALARY SCHEDULE.DOC](#)
[NONUNION FY17-18 \(002\).PDF](#)

I. Consider approval of the purchase of one (1) new 2016 Asphalt Zipper AZ600B and trade-in the 2008 Asphalt Zipper for a total cost of \$161,570 from Asphalt Zipper Inc.

Who is submitting this Public Works Director item.

Documents:

ZIPPER EXPLANATION_1 (2).DOCX
ILC.PDF
OKSALOOSA 600-260 BUNDLE SST HGAC 2016.XLSX
NEW 600B BROCHURE3.PDF
OSKALOOSA HGAC SST AZ600B 260HP PROPOSAL.PDF

- J. Consider a resolution to approve, and direct the Mayor to execute, a professional services agreement with Snyder and Associates, Inc. for engineering services related with traffic signal design at the intersection of A Avenue and D Street in an amount not to exceed \$17,100.**

Who is submitting this item. Public Works Director

Documents:

EXPLANATION A AVENUE AND D STREET TRAFFIC SIGNAL
ENGINEERING CONTRACT (5).DOCX
A AVE AND D ST TRAFFIC SIGNAL RESOLUTION.DOCX
SNYDER PROFESSIONAL SERVICES AGREEMENT1.PDF

- K. Consider a resolution approving the 1st Avenue East Concrete Rehabilitation Project.**

Who is submitting this item. Public Works Director

Documents:

1ST AVE E PCC PROJECT EXPLANATION (3).DOCX
1ST AVE E PCC PROJECT RESOLUTION.DOCX
1ST AVE E PCC REHAB PLANS.PDF
ATTACHMENT A - SCOPE OF WORK.PDF
ATTACHMENT B - POPSON QUOTE.PDF
1ST AVE E PCC REHAB PROJECT QUOTE TABULATION.PDF
COST ESTIMATE.PDF
COMPETITIVE QUOTE CONTRACT.PDF

- L. Consider a resolution approving the submission of a grant application for the NASA @ My Library Grant.**

Who is submitting this item. Oskaloosa Public Library

Documents:

CITY COUNCIL COMMUNICATION BURST NASA_2 (1).DOCX
NASA LIBRARY GRANT APPLICATION.DOCX
STEM FLYER.PDF
AWARD INFORMATION.DOCX

M. ----- END OF CONSENT AGENDA -----

6. Announcement of Vacancies

This item is reserved to provide the most current information about existing or upcoming vacancies for Boards, Committees, or Commissions filled by appointment of the Mayor, or the City Council. Appointment to fill vacancies requires a separate action or confirmation by the City Council.

- Airport Commission – One vacancy to fill upon appointment for an unexpired term that ends December 31, 2021. This is a five member board that typically meets the first Monday of the month. (4 males and 0 females currently serve with 1 vacancy)
- Board of Adjustment - Two vacancies for unexpired terms, one that ends December 31, 2019 and one that ends December 31, 2020. This is a five member board that meets as needed. (5 males and 0 females currently serve)
- Civil Service Commission – One vacancy for a four year term that begins April 1, 2017 and ends March 31, 2021. This is a three member board that meets as needed. (3 males and 0 females currently serve)
- Historic Preservation Commission - One vacancy for an alternate member. This is a seven member board with two alternate members that meets as needed. (6 males and 2 females currently serve with 1 vacancy for an alternate member)
- Municipal Housing Agency – One vacancy for a two year term that begins March 1, 2017 and ends February 28, 2019. This is a five member board that meets quarterly. (2 males and 3 females currently serve)
- South Central Regional Airport Agency - One vacancy for a city representative for a five year term that begins April 1, 2017 and ends March 31, 2022,

Documents:

[20170306 BOARD AND COMMISSION VACANCIES BURST.DOCX](#)

7. Regular Agenda

Documents:

[20170306 REGULAR AGENDA BURST.DOCX](#)

A. Consider a request for reduction of sanitary sewer charges from Melissa Stoll for property located at 412 North A Street.

Who is submitting this item. City Manager Department

Documents:

[20170306 REQUEST FOR REDUCTION IN SEWER CHARGES.DOCX](#)
[STOLL SEWER CHARGE ADJ REQUEST DOCS.PDF](#)
[SANITARY SEWER LEAK POLICY.PDF](#)
[SANITARY SEWER REDUCTION REQUEST HISTORY.PDF](#)

B. Consider a request for reduction of sanitary sewer charges from Donna Saner for property located at 1713 Pella Ave., Lot 6.

Who is submitting this item. City Manager Department

item.

Documents:

[20170306 SANER REQUEST FOR REDUCTION IN SEWER CHARGES.DOCX](#)
[SANER SEWER CHARGE REDUCTION REQUEST DOCS.PDF](#)
[SANITARY SEWER LEAK POLICY.PDF](#)
[SANITARY SEWER REDUCTION REQUEST HISTORY.PDF](#)

C. Consider a request for reduction of sanitary sewer charges from Hector Briceno for his residence located at 818 North H Street.

Who is submitting this City Manager Department
item.

Documents:

[20170306 BRICENO REQUEST FOR REDUCTION IN SEWER CHARGES.DOCX](#)
[BRICENO REQUEST.PDF](#)
[BRICENO RESPONSE FROM WD.PDF](#)
[SANITARY SEWER LEAK POLICY.PDF](#)
[SANITARY SEWER REDUCTION REQUEST HISTORY.PDF](#)

D. Consider an ordinance to add Chapter 15.60 – Rental Housing Inspection to the Oskaloosa Municipal Code and to amend Chapter 15.04.150 – Board of Appeals in the Oskaloosa Municipal Code.

Who is submitting this Development Services Department
item.

Documents:

[20170306_RENTAL INSPECTION COMMUNICATION.DOCX](#)
[20170306_RENTAL INSPECTION ORDINANCE.DOCX](#)

E. Consider an ordinance to repeal and replace Ordinance Number 1389 and Section 17.08.120 – “Required public sidewalk” of the city Code of the City of Oskaloosa. (PUBLIC HEARING)

Who is submitting this Planning and Zoning Commission
item.

Documents:

[20170306_SIDEWALK COMMUNICATION_1.DOCX](#)
[20170306_SIDEWALK ORDINANCE.DOCX](#)

F. Consider a resolution approving the plans, specifications,

form of contract, and estimated cost for the 2017 Sanitary and Storm Sewer Improvements Project. (Public Hearing)

Who is submitting this item. Public Works Director

Documents:

[2017 SEWER PROJECT PLANS EXPLANATION.DOCX](#)
[2017 SEWER PROJECT PLANS RESOLUTION.DOCX](#)
[EXHIBIT MAPS.PDF](#)
[2017 PROJECT FINAL PLANS 3 FEB 2017.PDF](#)
[ADDENDUM NO 1 FOR 2017 PROJECT FINAL PLANS 3 FEB 2017.PDF](#)
[2017 PROJECT ENGR OPINION OF COST 26 JAN 2017.PDF](#)

G. Consider a resolution awarding a contract for the 2017 Sanitary and Storm Sewer Improvements Project to Drish Construction, Inc.

Who is submitting this item. Public Works Director

Documents:

[2017 SEWER PROJECT AWARD EXPLANATION.DOCX](#)
[2017 SEWER PROJECT AWARD RESOLUTION.DOCX](#)
[OSKALOOSA SEWER PROJECT BID TAB 24 FEB 2017.PDF](#)
[LETTER FROM CONSULTANT.PDF](#)
[NOTICE OF AWARD1.PDF](#)

H. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the Façade Improvement Project. (PUBLIC HEARING)

Who is submitting this item. Development Services Department

Documents:

[2017 FACADE PROJECT PLANS EXPLANATION.DOCX](#)
[2017 FACADE PROJECT PLANS RESOLUTION.DOCX](#)
[OSKALOOSA FACADE IMPROVEMENTS CONSTRUCTION DOCUMENTS.PDF](#)
[OSKALOOSA FACADE IMPROVEMENTS ADDENDUM 1.PDF](#)
[OSKALOOSA FACADE IMPROVEMENTS ADDENDUM 2.PDF](#)
[OSKALOOSA FACADE IMPROVEMENTS ADDENDUM 3.PDF](#)
[OSKALOOSA FACADE IMPROVEMENTS ADDENDUM 4.PDF](#)
[FACADE IMPROVEMENT PROJECT COST ESTIMATE.PDF](#)

I. Consider a motion to continue the item awarding a contract for the Oskaloosa Façade Improvement Project.

Who is submitting this item. Development Services Department

item.

Documents:

[2017 FACADE PROJECT AWARD EXPLANATION.DOCX](#)

J. Consider a resolution amending and certifying the Fiscal Year 2017 Budget Amendment. (PUBLIC HEARING)

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM AMENDED BUDGET_1 \(1\).DOCX](#)
[2017 BUDGET AMENDMENT.PDF](#)
[BGTFFDSFY18.PDF](#)

K. Consider a resolution adopting the annual budget for Fiscal Year 2018 and Levying Tax. (PUBLIC HEARING)

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM BUDGET FY2018.DOCX](#)
[BUDGET RESOLUTION.DOC](#)
[20170216_FY2018 PROPOSED BUDGET TRANSMITTAL LETTER.PDF](#)
[COPY OF FY18CITYBUDGET.PDF](#)
[BGTFFDSFY18.PDF](#)

8. Report on Items from City Staff.

- a) City Manager
- b) City Clerk.

- c) City Attorney.

This item is reserved to receive reports from the City Manager, City Clerk, and/or the City Attorney.

Documents:

[20170306 REPORTS FROM STAFF BURST.DOCX](#)

9. City Council Information

This item is reserved to receive reports from the Mayor and City Council. This is an opportunity for the members of the City Council to provide updates on activities, events, or items of note to the public. This is also the opportunity for the City Council to request future agenda items, or request items to be sent to Committee for review and discussion.

Documents:

[20170306 CITY COUNCIL INFORMATION BURST.DOCX](#)

10. Adjournment

THE REQUIREMENT THAT AN ORDINANCE BE READ THREE (3) TIMES BEFORE PASSAGE MAY BE WAIVED BY COUNCIL UPON AN AFFIRMATIVE VOTE OF SIX (6) OF THE SEVEN (7) COUNCIL MEMBERS. THE PUBLIC IS ADVISED TO TAKE NOTE OF THIS PROCESS AND BE PREPARED TO SPEAK EITHER FOR OR AGAINST ANY ORDINANCE AT THE TIME OF FIRST READING.

If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.