



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
April 16, 2018

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

1. Invocation: Associate Pastor Mike Sereg, Central Reformed Church

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, _____ Ottosson,

_____ Walling, _____ Yates.

Documents:

[20180416 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:

[20180416 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:

[20180416 CONSENT AGENDA PAGE.DOCX](#)

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

1. April 2, 2018 Regular City Council Meeting Minutes
2. April 16, 2018 Agenda

Documents:

[20180416 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES APRIL 2, 2018.DOC](#)

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:

[20180416 BOARD AND COMMISSION MINUTES.DOCX](#)
[03-31-18 AGING REPORT.PDF](#)
[03-31-18 FINANCIAL NOTES.PDF](#)
[03-31-18 PRIOR YEAR BALANCE SHEET.PDF](#)
[03-31-18 REVENUE AND EXPENSE REPORT.PDF](#)
[03-31-18 YEAR TO DATE BALANCE SHEET.PDF](#)
[MAR 2018 LIB MINUTES.DOC](#)
[HPC MINUTES 3-16-18.DOCX](#)
[20180329 OHTF MINUTES.DOCX](#)

C. Consider a motion to receive and file financial reports for March 2018.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM FINANCIAL REPORTS_1 \(2\).DOCX](#)
[OSKALOOSA IA TREASURERS REPORT MARCH 2018 \(002\).PDF](#)

D. Consider a motion to receive and file the Safety Committee report for the first quarter of 2018.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM SAFETY COMMITTEE UPDATE 1ST QTR 2018.DOCX](#)

- E. **Consider approval of a renewal application for a Class A Liquor License with Sunday Sales for Aerie No 276 Fraternal Order of Eagles dba Fraternal Order of Eagles, 215 High Avenue East.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM EAGLES 04162018.DOCX](#)

- F. **Consider approval of a new Class E Liquor License with Class B Native Wine Permit, Class C Beer Permit, and Sunday Sales for Casey's Marketing dba Casey's General Store #1682, 1310 A Avenue West.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CASEYS 1682 NEW LICENSE 04162018.DOCX](#)

- G. **Consider approval of a five day application for a Class C Liquor License from Sodexo America, LLC dba William Penn University, Musco Technical Center, 319 R Avenue, effective April 26, 2018.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM MUSCO TECH CENTER 04162018.DOCX](#)

- H. **Consider approval of Pay Application No. 9 in the amount of \$9,334.39 to Drish Construction, Inc. for the 2017 Sanitary and Storm Sewer Improvements Project.**

Who is submitting this item. Public Works Department

Documents:

[DRISH PAY APP NO 9 EXPLANATION.DOCX](#)
[LETTER, PAY APP, ATTACHMENT, AND COST BREAKDOWN.PDF](#)

- I. **Consider approval of Pay Application No. 1 in the amount of \$175,757.98 to Cornerstone Excavating, Inc. for Division 1 of**

the Phase 1 Sanitary Sewer System Improvements Project.

Who is submitting this item. Public Works Department

Documents:

[PHASE 1 SANITARY SEWER PROJECTS DIV 1 PAY APP NO 1 EXPLANATION.DOCX](#)
[LETTER, PAY APPLICATION, AND APPLICATION AND CERTIFICATE FOR PAYMENT.PDF](#)

- J. Consider approval of payment of \$14,868.26 to Christner Contracting Inc. and \$1,771.00 to Area 15 Regional Planning Commission, for a total of \$16,639.26, for work completed on the Façade Improvement Project.**

Who is submitting this item. Development Services Department

Documents:

[FACADE APRIL 2018 PAYMENT EXPLANATION.DOCX](#)
[16DTR001 DRAW 17 INVOICE - AREA 15.PDF](#)
[16DTR001 DRAW 17 INVOICES - CCI.PDF](#)
[16DTR001 DRAW 17 BALANCE SHEET.PDF](#)
[PROGRESS REPORT 20 - 201804.PDF](#)

- K. Consider approval of payment to the property owner of 504 A Avenue West to acquire right-of-way and construction easements required for the D Street Pavement Reconstruction.**

Who is submitting this item. Public Works Department

Documents:

[EASEMENT REIMBURSEMENT_1.DOCX](#)
[REQUEST FOR CHECK AND ATTACHMENTS.PDF](#)

- L. Consider a resolution authorizing the release of a Forgivable Loan Agreement Lien.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COUNCIL COMMUNICATION FORGIVABLE LOAN RELEASE.DOCX](#)
[RESOLUTION AUTHORIZING LIEN RELEASE.DOCX](#)
[FORGIVABLE LOAN AGREEMENT ALMOND.PDF](#)

M. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1404.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM CODE SUPPLEMENT_1.DOCX](#)
[RESOLUTION ADOPT SUPPLEMENT \(2\).DOC](#)

N. Consider a resolution approving the revised dayshift firefighter job description.

Who is submitting this Fire Department
item.

Documents:

[CITY COUNCIL COMMUNICATION DAYSHIFT JOB DESCRIPTION
_1.DOCX](#)
[OSKALOOSA JOB DESCRIPTION RESOLUTION
\(01306262X7F7E1\).DOC](#)
[FIREFIGHTER \(DAY\) JOB DESCRIPTION CHANGES.PDF](#)

O. Consider a resolution allowing the disposal of surplus city-owned equipment.

Who is submitting this City Manager Department
item.

Documents:

[20180416 DISPOSAL LIST COMMUNICATION.DOCX](#)
[SURPLUS EQUIPMENT RESOLUTION \(1\).DOCX](#)
[SURPLUS LIST 2018.PDF](#)

P. Consider a resolution requiring Crystal Heights Care Center to install new sidewalk along their property on High Avenue West.

Who is submitting this Public Works Department
item.

Documents:

[CRYSTAL HEIGHTS SIDEWALK EXPLANATION.DOCX](#)
[CRYSTAL HEIGHTS SIDEWALK RESOLUTION.DOCX](#)
[CRYSTAL HEIGHTS SIDEWALK MAP.PDF](#)

Q. ----- END OF CONSENT AGENDA -----

6. Regular Agenda

Documents:

[20180416 REGULAR AGENDA BURST.DOCX](#)

A. Fire Department presentation of Code Enforcement Report for the 1st Quarter of 2018.

Who is submitting this item. Fire Department

Documents:

[CITY COUNCIL COMMUNICATION FOR CODE ENFORCEMENT 1ST QTR. 2018.DOCX](#)
[JAN-MAR 2018.PDF](#)

B. Consider a resolution directing sale of \$1,710,000* (subject to adjustment per terms of offering) General Obligation Capital Loan Notes, Series 2018A.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM DIRECTING SALE GO CLN.DOCX](#)
[OSKALOOSA \(092\) - SALE-AWARD 2018A GO CLN \(01467469X7F7E1\).DOCX](#)
[LETTER OF INSTRUCTION_001.PDF](#)

C. Consider a resolution approving the Oskaloosa Housing Trust Fund Upper Story Housing Life/Safety Improvement Loan Program Plan.

Who is submitting this item. Oskaloosa Housing Trust Fund Committee

Documents:

[20180416_CITY COUNCIL OHTF UPPER STORY COMMUNICATION.DOCX](#)
[20180416_OHTF UPPER STORY HOUSING RESOLUTION.DOCX](#)
[PROPOSED UPPER STORY HOUSING PROGRAM PLAN.DOCX](#)

D. Consider a resolution awarding the contract to TK Concrete, Inc. for Division 1 of Phase 2 Sanitary Sewer System Improvements Project.

Who is submitting this item. Public Works Department

Documents:

PHASE 2 SANITARY SEWER SYSTEM IMPROVEMENTS PROJECTS
DIVISION 1.DOCX
PHASE 2 SANITARY SEWER SYSTEM IMPROVEMENTS PROJECT
DIVISION 1 EXPLANANTION.DOCX
BID TABULATION.PDF
GARDEN LETTER FOR BIDS.PDF
DIVISION 1 NOTICE OF AWARD.PDF

E. Consider a resolution awarding the contract to Visu-Sewer, Inc. for Division 2 of Phase 2 Sanitary Sewer System Improvements Project.

Who is submitting this item. Public Works Department

Documents:

SANITARY SEWER SYSTEM IMPROVEMENTS PHASE 2 PROJECTS
DIVISION 2 EXPLANATION.DOCX
SANITARY SEWER SYSTEM IMPROVEMENTS PHASE 2 PROJECTS
AWARD DIVISION 2 RESOLUTION (1).DOCX
BID TABULATION.PDF
GARDEN LETTER FOR BIDS.PDF
DIVISION 2 NOTICE OF AWARD.PDF

F. Consider a resolution approving and authorizing a Construction Loan Application, Clean Water SRF, for inclusion in the Iowa Finance Authority State Revolving Fund.

Who is submitting this item. Public Works Department

Documents:

CONSTRUCTION LOAN APPLICATION EXPLANANTION REV 1.DOCX
CONSTRUCTION LOAN APPLICATION RESOLUTION.DOCX
CONSTRUCTION LOAN APPLICATION.PDF

G. Consider a resolution approving an amendment for an increase of \$266,000 in Surface Transportation Program (STP) funding in FY 2018 from the Area 15 Regional Planning Commission (RPA 15) for the D Street Reconstruction Project.

Who is submitting this item. Public Works Department

Documents:

D ST PROJECT AMENDMENT EXPLANATION.DOCX
D ST PROJECT AMENDMENT RESOLUTION (1).DOCX
D ST PROJECT TIP REVISION APRIL 2018.DOC

H. Consider a resolution awarding the contract to Dave Schmitt

Construction Co., Inc. for the D Street Reconstruction Project.

Who is submitting this item. Public Works Department

Documents:

[D STREET RECONSTRUCTION EXPLANANTION REV 1_1.DOCX](#)
[D STREET RECONSTRUCTION RESOLUTION.DOCX](#)
[DOT LETTER AND SWPP DOCUMENT.PDF](#)
[DOT CONTRACT PART 1.PDF](#)
[DOT CONTRACT PART 2.PDF](#)

I. Consider an Ordinance to amend Chapter 15.50, Sections 15.50.070 and 15.50.080 of the Oskaloosa Municipal Code. (Second Reading)

Who is submitting this item. Historic Preservation Commission

Documents:

[20180416 - PROPOSED HPC CODE CHANGES.DOCX](#)
[20180402_CHAPTER 15.50 HPC ORDINANCE.DOCX](#)

7. 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:

[20180416 REPORTS FROM STAFF BURST.DOCX](#)

8. 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:

[20180416 CITY COUNCIL INFORMATION BURST.DOCX](#)

9. 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.