



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

**Call to Order and Roll Call - Monday, January 3, 2022, 6:00 P.M.**

**1. Invocation: First Assembly of God**

**2. Pledge of Allegiance**

**3. Roll Call**

\_\_\_ Mayor David Krutzfeldt, Council Members:

\_\_\_ Almond, \_\_\_Burnett, \_\_\_Caligiuri, \_\_\_ Comfort, \_\_\_Drost, \_\_\_ Hermsen, \_\_\_Ossian

**4. City Clerk Amy Miller will administer the oath of office to Mayor David Krutzfeldt; and the Mayor will administer the oath of office to Janet Hermsen, 1st Ward City Council Member; Ronda Almond, 3rd Ward City Council Member; Charlie Comfort, At-Large City Council Member; and Lisa Ossian, At-Large City Council Member.**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20220103 Oath of Office.docx](#)

**5. 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 speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three (3) minutes. 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.

For those wishing to provide comment during the meeting, the Mayor will call for public

comment.

**6. 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.

**A. Consider approval of Council Agenda and Minutes, subject to corrections (Consent Agenda)**

Consider approval of Council Agenda and Minutes, subject to corrections.  
(Consent Agenda)

1. January 3, 2022 City Council Agenda
2. December 20, 2021 City Council Regular Meeting Minutes
3. December 15, 2021 City Council Special Meeting Minutes

Documents:

[City Council Minutes December 20 2021.docx](#)  
[City Council Special Minutes December 15 2021.docx](#)

**B. Consider a motion to receive and file reports and communications from advisory and operating boards and commissions (Consent Agenda)**

Documents:

[MIN 20211206 Airport Commission Meeting Minutes.pdf](#)

**C. Consider payment of claims for December 2021. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Director

Documents:

[COM\\_20220103 Claims List.docx](#)  
[COUNCIL CLAIMS LIST 12222021.pdf](#)  
[MANUAL CHECK REPORT 12222021.pdf](#)

**D. Consider approval of liquor license application. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[Comm\\_20220103 Liquor Licenses.docx](#)

**E. Consider approval of Pay Application No. 8, in the amount of \$31,384.43 to Drish Construction, Inc. for work completed on the 5th Avenue West & South F Street Sewer & Water Improvements Project (Consent Agenda)**

Who is submitting this item. Public Works Department

Documents:

[COM\\_20220103 Pay App 8 Drish Construction.docx](#)  
[Letter and Pay App 8.pdf](#)

**F. Consider approval of appointment of Mayor Pro Tem and appointments to various boards and commissions (Consent Agenda)**

Who is submitting this item. City Manager's Office

Documents:

[COM 20220103 Mayor Pro Tem and BC Appointments.docx](#)

**G. Consider a motion approving an agreement for executive recruitment services with Hinson Consulting, LLC. (Consent Agenda)**

Who is submitting this item. City Manager's Office

Documents:

[COM 20220103 City Manager recruitment.docx](#)  
[Hinson Consulting proposal.pdf](#)

**H. Consider a resolution adopting a Disadvantaged Business Enterprise (DBE) Program for the city of Oskaloosa. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Director

Documents:

[COM 20220103 Airport DBE.docx](#)  
[RES 20220103 Airport DBE.docx](#)  
[OOA FY2022-FY2024 DBE Program.pdf](#)

**I. Consider a resolution amending the Oskaloosa Housing Trust Fund Upper Story Housing Life/Safety Improvement program plan to expand eligible locations and improvements.**

## (Consent Agenda)

Who is submitting this Development Services Department  
item.

Documents:

[COM 20220103 OHTF life safety program eligibility.docx](#)  
[RES 20220103 OHTF life safety program eligibility.docx](#)  
[Upper Story Housing plan revised 20220103.pdf](#)

### J. Consider an ordinance amending Oskaloosa Municipal Code Chapter 10.76.030, "Parking violations; alternate." (Third Reading)

Who is submitting this Police Chief  
item.

Documents:

[COM 20220103 Traffic Code Ordinance Amendment.docx](#)  
[ORD 20211206 Traffic Code Enforcement Ordinance Amended.doc](#)

### K. ----- End of Consent Agenda -----

## 7. Announcement of Vacancies

Applicants must reside in Oskaloosa and be 18 years of age unless specific specifications are stated.

- **Airport Commission:** One vacancy for a term ending December 2027
- **Board of Adjustment:** One vacancy for a term ending December 2026
- **Building Code Board of Appeals:** One vacancy for a regular member and one for an ex officio member
- **Historic Preservation Commission:** Two vacancies, one for a term ending December 2022 and one ending December 2023
- **Library Board:** One vacancy for a term ending June 2023
- **Municipal Housing Agency:** Two vacancies for terms ending February 2023 and three vacancies for terms beginning March 2022

## 8. Regular Agenda

The following agenda items require specific action by the City Council:

### A. Consider a motion approving a long-term operating agreement between the Mahaska County YMCA and the city of Oskaloosa, Iowa.

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20220103 Operating Agreement YMCA.docx](#)  
[Long Term Operating Agreement \(01931513x7F7E1\).docx](#)

**B. Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570(A). (Second Reading)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM 20220103\\_Amend ordinance sewer rate increase.docx](#)  
[ORD 20220103 Amend sewer rates 3rd reading.docx](#)  
[Oskaloosa Sewer Cash Flow.pdf](#)

**9. Report on items from City staff**

This item is reserved to receive reports from the following:

a) City Manager

b) City Clerk

c) City Attorney

**10. City Council Information**

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

**11. Adjournment**

If you require special accommodations, please contact the city manager's office at least 24 hour prior to the meeting at 641.673.9431.