



**City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
January 7, 2019  
6:00 PM**

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

**1. Invocation: Pastor Bill Tvedt, Jubilee Family 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, \_\_\_\_\_ Drost, \_\_\_\_\_ Moore, \_\_\_\_\_ Ottosson,

\_\_\_\_\_ Walling, \_\_\_\_\_ Yates.

Documents:

[20190107 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:

[20190107 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:

[20190107 CONSENT AGENDA PAGE.DOCX](#)

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

1. December 17, 2018, 2018 Regular City Council Meeting Minutes
2. January 7, 2019 Agenda

Documents:

[20190107 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)  
[CITY COUNCIL MINUTES DECEMBER 17, 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:

[20190107 BOARD AND COMMISSION MINUTES.DOCX](#)  
[20181106 PZ MINUTES.DOCX](#)  
[HPC MINUTES 12-21-18.DOCX](#)  
[20181203 AIRPORT MINUTES.PDF](#)  
[12-31-18 AGING REPORT.PDF](#)  
[12-31-18 BALANCE SHEET.PDF](#)  
[12-31-18 FINANCIAL NOTES.PDF](#)  
[12-31-18 PRIOR YEAR BALANCE SHEET.PDF](#)  
[12-31-18 REVENUE AND EXPENSE REPORT.PDF](#)

**C. Consider payment of claims for December 2018.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CLAIMS.DOCX](#)  
[MANUAL CHECK REPORT 12272018.PDF](#)  
[COUNCIL CLAIMS LIST 12272018.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 Wal-Mart Inc., dba Wal-Mart Supercenter #1393, 2203 A Avenue West.**

Who is submitting this item. City Clerk/Finance Director

Documents:

**E. Consider approval of Pay Application No. 3 in the amount of \$68,673.09 to TK Concrete, Inc. for Division 1 of the Phase 2 Sanitary Sewer System Improvements Project.**

Who is submitting this item. Public Works Department

Documents:

[PHASE 2 SANITARY SEWER PROJECTS DIV 1 PAY APP NO 3 EXPLANATION \(1\).DOCX](#)  
[DIV 1 PAY APP 3.PDF](#)

**F. Consider approval of Pay Application No. 8 the amount of \$148,807.17 to Visu-Sewer, Inc. for Division 2 of the Phase 2 Sanitary Sewer System Improvements Project.**

Who is submitting this item. Public Works Department

Documents:

[PHASE 2 SANITARY SEWER PROJECTS DIV 2 PAY APP NO 7 EXPLANATION \(2\).DOCX](#)  
[PAY APPLICATION 8.PDF](#)

**G. Consider appointment to the Water Board.**

Who is submitting this item. City Manager's Office

Documents:

[20190107 WATER BOARD APPOINTMENT ITEM.DOCX](#)  
[NICHOLAS JONES WB APP 2018.PDF](#)

**H. Consider approval of appointment of Mayor Pro Tem, city council members to the city council committees and appointments to various boards and commissions.**

Who is submitting this item. Mayor and City Manager Schrock

Documents:

[20190107 MAYOR APPOINTMENTS.DOCX](#)

**I. Consider a motion approving an agreement with Martens & Company, CPA, LLP for auditing services for fiscal year 2019, 2020 and 2021.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM AUDIT AGREEMENT\\_1.DOCX](#)  
[AUDIT AGREEMENT.PDF](#)

- J. Consider a resolution scheduling a public hearing on vacation and sale of the 16.5 foot by 133 foot section of the north-south alley adjacent to 301 and 307 North L Street.**

Who is submitting this Public Works Department  
item.

Documents:

[EXPLANATION 301 AND 307 N L ST ALLEY VACATE.DOCX](#)  
[RESOLUTION 301 AND 307 N L ST ALLEY VACATE.DOCX](#)  
[LOCATION MAP.PDF](#)  
[PICTURES.DOCX](#)  
[301 N L ALLEY VACATE APPLICATION.PDF](#)  
[307 N L ALLEY VACATE APPLICATION.PDF](#)

- K. Consider a resolution setting a date for a public hearing for the submission of a Community Development Block Grant application for Upper-Story Rental Unit Rehab/Conversion.**

Who is submitting this Development Services Department  
item.

Documents:

[20190122\\_SET PUBLIC HEARING COMMUNICATION.DOCX](#)  
[20190122\\_RESOLUTION CDBG APP PUBLIC HEARING.DOCX](#)

- L. Consider an ordinance amending Chapter 10.24 and Chapter 10.48 of the Oskaloosa Municipal Code to install a stop sign at the intersection of Kentfield Drive and Orchard Avenue and to restrict on-street parking on Stadium Drive and Kentfield Drive – 3rd Reading.**

Who is submitting this Public Works Department  
item.

Documents:

[EXPLANATION KENTFIELD DR AND STADIUM DR PARKING AND STOP \(3\).DOCX](#)  
[KENTFIELD DRIVE AND STADIUM DRIVE STREET ORDINANCE VER 1\\_1.DOCX](#)  
[LOCATION MAP.PDF](#)

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.

- Board of Adjustment – One vacancy to fill upon appointment for a term that ends December 31, 2020. This is a five member board that meets as needed. (4 males and 0 females currently serve with 1 vacancy).
- Building Code Board of Appeals - One vacancy for an ex officio member to serve at the pleasure of the Mayor. This is a five member board with two ex officio members that meets as needed. (5 males and 1 female currently serve with 1 vacancy for an ex officio member)
- Historic Preservation Commission – One vacancy for an alternate member for a three year term. This is a seven member board with two alternate members that meets as needed. (6 males and 2 females currently serve with one vacancy for an alternate member)
- Housing Trust Fund Committee – Two vacancies for three year terms that begin February 1, 2019 and end January 31, 2022. There are five appointed city representatives on the committee that meets every other month as needed.
- Municipal Housing Agency – Two vacancies for two year terms that begin March 1, 2019 and end February 28, 2021. This is a five member board that meets quarterly. (2 males and 2 females currently serve with 1 vacancy).

Documents:

[20190107 BOARD AND COMMISSION VACANCIES BURST.DOCX \(2\)\\_1.DOCX](#)

**7. Regular Agenda**

Documents:

[20190107 REGULAR AGENDA BURST.DOCX](#)

**A. Consider a resolution approving the 28E Agreement between the city and the Oskaloosa School District**

Who is submitting this City Manager's Office  
item.

Documents:

[20190107\\_28E AGREEMENT REC CENTER PROJECT COMM SHEET.DOCX](#)  
[20190107\\_28E AGREEMENT RECREATION AND EARLY CHILDHOOD EDUCATION CENTER PROJECT.DOCX](#)  
[CITY -SCHOOL 28E FOR RECREATION CENTER-V7.DOCX](#)  
[MAHASKA - PROGRAM - 2017\\_08\\_10.PDF](#)  
[1 20170828\\_RECLC PROJECT SUMMARY AND STATUS.DOCX](#)

**B. Consider a resolution approving and directing the city attorney to initiate condemnation proceedings for a property**

**located within the City of Oskaloosa.**

Who is submitting this City Attorney  
item.

Documents:

[20190107 CONDEMNATION ITEM.DOCX](#)  
[CONDEMNATION ITEM RESOLUTION.DOCX](#)

- C. Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570(A) - User charge, for the purpose of providing necessary funding associated with the operation and maintenance of the city's wastewater treatment works. (second reading)**

Who is submitting this City Manager's Office  
item.

Documents:

[20190107 SANITARY SEWER RATE ADJUSTMENT 2019\\_1.DOCX](#)  
[20190107 SEWER USER FEE INCREASE ORDINANCE 2019  
\(1\).DOCX](#)  
[FINAL OSKALOOSA SEWER CASHFLOW\\_V1\\_BASE\\_CASE\\_MARCH  
EFF DATE.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:

[20190107 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:

[20190107 CITY COUNCIL INFORMATION BURST.DOCX](#)

- 10. Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with counsel on a matter presently in litigation or in which litigation is imminent where disclosure would be likely to prejudice or disadvantage the city's position.**

Who is submitting this City Manager's Office  
item.

Documents:

[CLOSED SESSION RE LITIGATION \(1\).DOCX](#)

**11. Consider a motion to take action on a matter that is presently in litigation or in which litigation is imminent.**

Who is submitting this City Attorney  
item.

Documents:

[OPEN SESSION ITEM LITIGATION\\_1 \(1\).DOCX](#)

**12. 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.**