



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
March 4, 2019  
6:00 PM

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

**1. Invocation: Pastor Rodney DeRonde, Fellowship Bible 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:

[20190304 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:

[20190304 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:

[20190304 CONSENT AGENDA PAGE.DOCX](#)

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

1. February 19, 2019 Regular City Council Meeting Minutes
2. March 4, 2019 Agenda

Documents:

[20190304 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)  
[CITY COUNCIL MINUTES FEBRUARY 19, 2019.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:

[20190304 BOARD AND COMMISSION MINUTES.DOCX](#)  
[HPC MINUTES 2-15-19.DOCX](#)  
[20190207 AIRPORT COMMISSION MINUTES.PDF](#)

**C. Consider payment of claims for February 2019.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CLAIMS.DOCX](#)  
[MANUAL CHECK REPORT 02222019\\_.PDF](#)  
[COUNCIL CLAIMS LIST 02222019.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., dba Hy-Vee, 110 South D Street.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM HY VEE 03042019.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 Director  
item.

Documents:

[CITY COMM OSKY CENEX 03042019.DOCX](#)

- F. Consider approval of a renewal application for a Class B Beer License with Outdoor Service for Southern Iowa Fair and Exposition dba Southern Iowa Fair and Exposition, 615 North I Street.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM SOUTHERN IA FAIR 03042019.DOCX](#)

- G. Consider approval of a renewal application for a 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 City Clerk/Finance Director  
item.

Documents:

[CITY COMM CASEYS 1682 03042019.DOCX](#)

- H. Consider approval of a five day application for a Class A Liquor License from Pheasants Forever, Inc. dba Mahaska County Pheasants Forever, 200 High Avenue West, Penn Central Mall Center Court.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM MAH CO PHEASANTS 03042019.DOCX](#)

- I. Consider approval of Pay Application No. 5 in the amount of \$71,440.10 to TK Concrete, Inc. for Division 1 of the Phase 2 Sanitary Sewer System Improvements Project.**

Who is submitting this Public Works Department  
item.

Documents:

PHASE 2 SANITARY SEWER PROJECTS DIV 1 PAY APP NO 5  
EXPLANATION.DOCX  
DIV 1 PAY APP 5.PDF

**J. Consider a resolution establishing Fiscal Year 2020 salary schedule for nonunion employees.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

20190304 NONUNION SALARY SCHEDULE COMM.DOCX  
RESOLUTION SALARY SCHEDULE.DOC  
NONUNION FY19-20.PDF

**K. Consider a resolution amending the existing attorney service agreement between the city of Oskaloosa and David Dixon.**

Who is submitting this City Manager's Office  
item.

Documents:

20190304 CITY ATTNY AGREEMENT COMM.DOCX  
20190304\_CITY ATTORNEY DIXON CIVIL LEGAL SERVICES  
CONTRACT AMENDMENT.DOC  
20190304\_CONTRACT AMENDMENT CIVIL LEGAL SERVICES  
CONTRACT.DOC

**L. Consider a resolution approving the transfer of land from the State of Iowa to the City of Oskaloosa.**

Who is submitting this Public Works Department  
item.

Documents:

20190304 GATEWAY SUFFOLK EXPLANATION.DOCX  
RESOLUTION VER 1.DOCX  
EXHIBIT A.PDF  
LOCATION MAP.PDF

**M. Consider an ordinance amending Oskaloosa Municipal Code Title 17, "ZONING", by adding a new Chapter 17.38 entitled "Building Materials and Design Standards" – 3rd Reading.**

Who is submitting this Development Services Department  
item.

Documents:

N. ----- **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 a 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 – 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)
- Municipal Housing Agency – One vacancy to fill upon appointment for a term that ends February 28, 2021. This is a five member board that meets quarterly. (2 males and 2 females currently serve with 1 vacancy).
- Planning and Zoning Commission - One vacancy to fill upon appointment for an unexpired term that ends April 30, 2020; and three vacancies for five year terms that begin May 1, 2019 and end April 30, 2024. This is a seven member board that typically meets the second Tuesday of the month. (4 males and 2 females currently serve with 1 vacancy)

Documents:

[20190304 BOARD AND COMMISSION VACANCIES.DOCX](#)

**7. Regular Agenda**

Documents:

[20190304 REGULAR AGENDA BURST.DOCX](#)

- A. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the Phase 1 Wastewater Treatment Facilities Improvements Project. (PUBLIC HEARING)**

Who is submitting this item. Public Works Department

Documents:

[20190304 WW TREATMENT PLANT SHORT TERM IMP..DOCX](#)

RESOLUTION WWTF SHORT TERM IMPROVEMENTS PUBLIC  
HEARING.DOCX  
WWTF LOCATION MAP.PDF  
PHASE 1 WWTF PLANS SHORT VER.PDF  
ENGINEERS ESTIMATE PHASE 1 WWTF IMPROVES.PDF

**B. Consider a resolution awarding the contract to C.L. Carroll Co., Inc. for the Phase 1 Wastewater Treatment Facilities Improvements Project.**

Who is submitting this item. Public Works Department

Documents:

20190304 C L CARROLL AWARD WW IMP COMM.DOCX  
SHORT TERM IMPROVEMENTS 1 RESOLUTION.DOCX  
EXHIBIT A BID TAB1.PDF  
NOTICE OF AWARD.PDF

**C. Consider a resolution amending and certifying the Fiscal Year 2019 Budget Amendment. (PUBLIC HEARING)**

Who is submitting this item. City Clerk/Finance Director

Documents:

20190304 AMENDED BUDGET PH COMM.DOCX  
CITY\_BUDGET\_AMENDMENT\_FORMS\_FY19\_0.PDF  
BGTDFSFY20.PDF

**D. Consider a resolution adopting the annual budget for Fiscal Year 2020 and Levying Tax. (PUBLIC HEARING)**

Who is submitting this item. City Clerk/Finance Director

Documents:

CITY COMM BUDGET FY2020.DOCX  
BUDGET RESOLUTION.DOC  
FY20CITYBUDGET\_2 (1).PDF  
BGTDFSFY20.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:

## 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:

[20190304 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.**