



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

A physical public presence will not be permitted. Public and media access to the meeting will only be allowed electronically and residents may participate in any public hearing items on the agenda electronically. The restriction to physical access is in accordance with the March 19, 2020, Iowa Public Health Emergency Proclamation signed by Governor Kim Reynolds.

For those wishing to provide comment during the meeting, the Mayor will call for public comment. To make a public comment please use the "Raise Your Hand" function for those joining via the web or smartphone based Zoom meeting or dial star 9 (*9) from your phone. The moderator will open the lines one at a time and announce your name or phone number. Please state your name and address before making your comments. The Mayor may limit each speaker to three minutes.

Join Zoom Meeting

<https://us02web.zoom.us/j/89890181863?pwd=aHlSVnlMc05zRzRibkVFN2R2UW5lZz09>

Meeting ID: 898 9018 1863

Password: 124699

One tap mobile

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Meeting ID: 898 9018 1863

Password: 124699

Call to Order and Roll Call - June 1, 2020, 6:00 P.M.

1. Invocation

2. Pledge of Allegiance is temporarily suspended

3. Roll Call

_____ Mayor David Krutzfeldt, Council Members:
_____ Burnett, _____ Caligiuri, _____ Drost, _____ Moore
_____ Ottoson, _____ Walling, _____ Yates

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 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. To make a public comment please use the "Raise Your Hand" function for those joining via the web or smartphone based Zoom meeting or dial star 9 (*9) from your phone. The moderator will open the lines one at a time and announce your name or phone number. Please state your name and address before making your comments. The Mayor may limit each speaker to three minutes.

5. Consider Adoption of Consent Agenda As Presented or Amended

All items appearing on the Consent Agenda are considered routing 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. June 1, 2020 City Council Agenda
2. May 18, 2020 City Council Regular Meeting Minutes

Documents:

[20200518_City Council Minutes.docx](#)

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

Documents:

[MIN 20200504 Airport Commission Meeting Minutes.pdf](#)
[MIN 20200428 Board of Adjustment Meeting Minutes.pdf](#)

C. Consider payment of claims for May 2020. (Consent Agenda)

Who is submitting this City Clerk/Finance Department item.

Documents:

[COM_20200601 Claims List.docx](#)
[MANUAL CHECK REPORT 05202020.pdf](#)
[COUNCIL CLAIMS LIST 05202020.pdf](#)

D. Consider approval of liquor license applications. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Director

Documents:

[COM_20200601 Liquor Licenses.docx](#)
[Liquor license applications 06012020.pdf](#)

E. Consider approval of Pay Application No. 13, in the amount of \$116,280 to C.L. Carroll Co., Inc. for the Phase 1 Wastewater Treatment Facilities Improvements Project. (CONSENT AGENDA)

Who is submitting this item. Public Works Department

Documents:

[COM_20200601_Phase 1 WWTF Improvements Pay App 13.pdf](#)
[20200601_Letter and Pay App 13.pdf](#)

F. Consider approval of Pay Application No. 1, in the amount of \$99,670.67 to Drish Construction, Inc., for Division 1 of the Phase 3 Sanitary Sewer System Improvements Project. (CONSENT AGENDA)

Who is submitting this item. Public Works Department

Documents:

[COM_20200601 Phase 3 Sanitary Sewer Projects Div 1 Pay App No 1.pdf](#)
[20200601_Letter Pay App and attach.pdf](#)

G. Consider approval of Pay Application No. 7, in the amount of \$74,866.79 to Visu-Sewer, Inc., for Division 2 of the Phase 3 Sanitary Sewer System Improvements Project. (CONSENT AGENDA)

Who is submitting this item. Public Works Department

Documents:

[COM_20200601 Phase 3 Sanitary Sewer Projects Div 2 Pay App No 6.pdf](#)
[20200601_Letter and Pay App.pdf](#)

H. Consider a resolution amending the purchasing policy for the city of Oskaloosa, Iowa. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20200601 Purchasing Policy.docx](#)
[RES_20200601 purchasing policy.docx](#)
[Purchase policy 07012020.pdf](#)

I. Consider a resolution approving an amendment to the Oskaloosa Employee Handbook. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20200601_Employee Handbook Update 1.1.docx](#)
[RES_20200601 Employee Handbook Update.docx](#)

J. Consider a resolution approving an agreement with HR Green, Inc. for GIS Services. (Consent Agenda)

Who is submitting this item. Public Works Department

Documents:

[COM_20200601_HR Green Contract.pdf](#)
[RES_20200601_HR Green Contract.docx](#)
[20200601_Master Service Agreement.pdf](#)
[20200601_NonDisclosureAgreement.pdf](#)

K. Consider a resolution providing for the financial support of the Regional Planning Commission (Consent Agenda)

Who is submitting this item. City Manager's Office

Documents:

[COM 20200601 Area 15 RPC Funding Request.docx](#)
[RES 20200601 Area 15 RPC Support.docx](#)
[RPC Financial Support Request FY2021.pdf](#)

L. Consider a resolution providing for the financial support of the Regional Planning Affiliation for Region 15 (Consent Agenda)

Who is submitting this item. City Manager's Office

Documents:

[COM 20200601 Area 15 RPA Local Match.docx](#)
[RES 20200601 RPA 15 Local Match.docx](#)

M. Consider a resolution setting a public hearing for the sale of city owned property located at 601 B Ave West. (Consent Agenda)

Who is submitting this item. Development Services Department

Documents:

[COM 20200601 601 B Ave W set hearing.pdf](#)
[RES 20200601 set hearing 601 B Ave West.docx](#)
[Summary Report.pdf](#)
[photos 601 B Ave W.pdf](#)

N. ----- End of Consent Agenda -----

6. Regular Agenda

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

A. 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 2021
- **Board of Adjustment:** One vacancy for a term ending December 2020
- **Building Code Board of Appeals:** Two vacancies, one for an ex officio member and one for regular member
- **Civil Service Commission:** One vacancy for a term ending March 2024
- **Historic Preservation Commission:** One vacancy for a term ending December 2020
- **Housing Trust Fund Committee:** Two at-large vacancies, one for a term ending January 2022 and one for a term ending January 2023
- **Municipal Housing Agency:** One vacancy for an unexpired term ending February 2021
- **Planning and Zoning Commission:** One vacancy for a term ending April 2025
- **Stephen Memorial Animal Shelter:** One vacancy for a term ending December 2021
- **Water Board or Trustees:** One vacancy for a term beginning July 2020

B. Request from the First Church of Nazarene to waive the

requirements for sidewalk, along A Avenue & Gateway Drive, by providing a recreation trail located south of the existing church.

Who is submitting this item. Public Works Department

Documents:

[COM_20200601_Nazarene Church Sidewalk 1.1.docx](#)
[Email request from church.pdf](#)
[Location Map.pdf](#)

C. Consider a resolution levying a special assessment against private property for snow removal by the city of Oskaloosa, Iowa in accordance with Section 12.12 of the city code of the city of Oskaloosa, Iowa.

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20200601_Snow Assessment 1.1.docx](#)
[RES_20200601 Assessment Jan 2020 Snow.docx](#)
[Exhibit A January Snow.pdf](#)
[Assessment schedule - All for council Jan 2020 Snow.docx](#)
[301 Rock Island Written Comments.pdf](#)
[604 South 2nd Street Written Comments.pdf](#)
[Ahari - Written comments for council 5-18-2020.pdf](#)
[Additional Ahari - Written comments for council 5-18-2020.pdf](#)
[Additional Ahari 2 - Written comments for council 05182020.pdf](#)
[20200601 January 2020 Snow Assessments.pdf](#)
[Staff Timeline.docx](#)

D. Consider a resolution authorizing advancement of costs for Urban Renewal Project and certification of expenses for the Downtown Facade Improvement Project Phase III.

Who is submitting this item. Development Services Department

Documents:

[COM 20200601 TIF advance Facade Ph III.pdf](#)
[RES 20200601 TIF advance Facade Phase III.doc](#)

E. Consider a resolution approving a contract with Area 15 Regional Planning Commission for grant application assistance for Facade Improvement Phase III

Who is submitting this item. Development Services Department

Documents:

[COM 20200601 RPC Phase III Facade Grant Assistance.pdf](#)
[RES 20200601 Facade Phase III RPC Grant Assistance.doc](#)
[20DTROSK - Contract - CDBG Application.pdf](#)

F. Consider a resolution approving a 28E Agreement with the Water Utility Board of Trustees

Who is submitting this item. City Manager's Office

Documents:

[COM 20200601_28E Agreement Update Wastewater and Stormwater Operating Agreement OMWD.docx](#)
[28E Markup 2.4 Redline.pdf](#)
[RES_20200601_28E Agreement OMWD for Sanitary Sewer Wastewater and Stormwater Operations.docx](#)

G. Consider an ordinance amending Oskaloosa Municipal Code Chapter 10.24 – “Stop and Yield Requirements” – 1st Reading.

Who is submitting this item. Public Works Department

Documents:

[COM_20200601_Stop Signs.pdf](#)
[ORD_20200601_Stop Signs.docx](#)
[20200601_18th Ave Location Map.pdf](#)

7. 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

8. 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.

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 24 hour prior to the meeting at 641.673.9431.