



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, June 6, 2022, 6:00 P.M.

1. Invocation: Fellowship Bible Church

2. Pledge of Allegiance

3. Roll Call

___ Mayor David Krutzfeldt, Council Members:

___ Almond, ___ Burnett, ___ Caligiuri, ___ Comfort, ___ Drost, ___ Hermsen, ___ Ossian

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.

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.

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

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(Consent Agenda)

1. June 6, 2022 City Council Agenda

2. May 2, 2022 City Council Regular Meeting Minutes

3. May 16, 2022 City Council Regular Meeting Minutes

Documents:

[City Council Minutes May 2 2022.docx](#)
[City Council Minutes May 16 2022.docx](#)
[City Council Special Minutes May 23 2022.docx](#)

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

Documents:

[MIN 20220502 Airport Commission Meeting Minutes.pdf](#)
[MIN 20220520 Historic Preservation Commission Meeting Minutes.pdf](#)

C. Consider a payment for claims for May 2022. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20220606 Claims List.docx](#)
[COUNCIL CLAIMS LIST 05272022.pdf](#)
[MANUAL CHECK REPORT 05272022.pdf](#)

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

Who is submitting this item. City Clerk/Finance Department

Documents:

[Comm_20220606 Liquor Licenses.docx](#)

E. Consider approval of a new 5-day application for a Special Class C Liquor License with Outdoor Service for Hy-Vee, Inc. dba Hy-Vee Oskaloosa BBQ Competition, 212 1st Avenue East, effective June 22, 2022 and use of the maximum boundary area in the central business district, including the City Square, public streets and sidewalks. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20220606 BBQ 4 Badges.docx](#)
[BBQ 4 Badges - HyVee liquor license.pdf](#)

F. Consider approval of Pay Application No. 10, in the amount of \$57,842.12 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_20220606 Pay App 10 Drish Construction.docx](#)
[20220606_Letter From Gardens and Pay App 10.pdf](#)

G. Consider approval of payments of \$694.72 to Area 15 Regional Planning Commission and \$89,507.89 to Christner Contracting, Inc. (CCI), totaling \$90,202.61, for work completed on the Façade Improvement Project Phase III. (Consent Agenda)

Who is submitting this item. Development Services Department

Documents:

[COM 20220606 Facade3 Jun 2022 payments.pdf](#)
[20DTR004 - Draw 16.pdf](#)
[Progress Report 10 - 202205.pdf](#)

H. Consider a motion approving a contract extension with Sidekick Development for consultant services on the Early Childhood Education and Recreation Center project. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM 20220606_Sidekick Development agreement amendment.docx](#)
[Sidekick Extension Agreement.pdf](#)
[Sidekick Development 11152021.pdf](#)

I. Consider a resolution amending the Non-Profit Funding Request policy to meet the State of Iowa Auditor's best practices. (Consent Agenda)

Who is submitting this item. City Manager's Office

Documents:

- [COM 20220606 Non-profit fund request policy amendment.docx](#)
- [RES_20220606 Amend Non-Profit Funding Request policy.docx](#)
- [Non-Profit Funding Request Policy Red line version.pdf](#)
- [Non-Profit Funding Request Policy 05172022.pdf](#)
- [Form Grant Agreement 05172022.pdf](#)

J. Consider a resolution authorizing the use of public funds to aid economic development. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

- [COM_20220606 Economic Development.docx](#)
- [RES_20220606 Economic Development.doc](#)

K. Consider a resolution approving an Engagement Agreement with Ahlers & Cooney, P.C. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

- [COM 20220606 Ahlers.docx](#)
- [RES 20220606 Ahlers.doc.docx](#)
- [Christner Properties L L C DA - Engagement Letter \(02056936x7F7E1\).pdf](#)

L. ----- End of Consent Agenda -----

6. Announcement of Vacancies

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

- o **Airport Commission:** One vacancy for a term ending December 2027
- o **Board of Adjustment:** One vacancy for a term ending December 2026
- o **Building Code Board of Appeals:** One vacancy for a regular member and one for an ex officio member
- o **Civil Service Commission:** One vacancy for a term ending May 2026
- o **Historic Preservation Commission:** One vacancy for a term ending December 2023
- o **Water Board of Trustees:** Two vacancies for terms beginning July 2022

7. Regular Agenda

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

A. Consider a resolution accepting the bid and approving

conveyance of city-owned property generally located at 901 E Ave West to JKAT Integrity Team LLC for \$11,250. (Public Hearing)

Who is submitting this Development Services Department item.

Documents:

[COM 20220606 disposition 901 E Ave West.docx](#)
[Bid from Double J Builders.pdf](#)
[Bid from Howard Dittmer.pdf](#)
[Bid from Kemily LLC.pdf](#)
[Bid from JKAT Integrity Team LLC.pdf](#)
[Map Location.pdf](#)
[Map Location 2.pdf](#)
[RES 20220606 Sale 901 E Ave West.docx](#)
[photos.pdf](#)

B. Consider a resolution accepting the bid and approving conveyance of city-owned property located at 209 North 8th Street to Alan & Justine Munger for \$5,000. (Public Hearing)

Who is submitting this Development Services Department item.

Documents:

[COM 20220606 disposition 209 N 8th.docx](#)
[Bid from Alan Justine Munger.pdf](#)
[Map Location.pdf](#)
[RES 20220606 Sale of 209 N 8th.docx](#)
[photos.pdf](#)

C. Consider a resolution adopting the proposal for Fiscal Year 2023 Property, Liability, Automobile, Equipment and Workers Compensation Insurance for a cost of \$275,595.

Who is submitting this City Clerk/Finance Department item.

Documents:

[COM_20220606 Insurance.docx](#)
[RES_20220606 Insurance Resolution.docx](#)
[Oskaloosa 2022 Proposal Summary for Council.xlsx](#)
[City of Oskaloosa 2022 SOV.pdf](#)

D. Consider a resolution accepting completion of Division 2 of the Phase 3 Sanitary Sewer System Improvements Project.

Who is submitting this Public Works Department item.

Documents:

[COM_20220606_Phase 3 Division 2 Completion.docx](#)
[RES_20220606_Phase 3 Division 2 Completion.docx](#)
[20220606_Letter from Gardens.pdf](#)
[20220606_Letter of Completion.pdf](#)
[20220606_Change Order 5.pdf](#)
[20220606_Pay App 15 - Final.pdf](#)

E. Consider a resolution approving additional revisions to the Mahaska County Solid Waste Management Commission 28E Agreement

Who is submitting this item. City Manager's Office

Documents:

[COM 20220606 Mahaska County Solid Waste 28E Agreement.docx](#)
[RES 20220606 Revised 28E Agreement MCSWC.docx](#)
[Commission Revisions 28E Agreement MCSWC May 2022 - Redline.pdf](#)
[Commission Revisions 28E Agreement MCSWC May 2022 - Clean.pdf](#)

8. 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

9. 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.

10. CLOSED SESSION Employment: Consider holding a closed session under Iowa Code Section 21.5.1.i. to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

City Clerk/Finance Director Amy Miller has been serving as interim city manager since October 2021; now is the time for an evaluation.

Mayor recommends City Council hold a closed session to evaluate Amy Miller.

11. OPEN SESSION Action: Consider a motion to take action on any item discussed in Closed Session after the Closed Session.

12. **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.