



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
July 2, 2018
6:00 PM

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

1. Invocation: Pastor Michael Dotson, Assembly of God 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:

[20180702 AGENDA ITEMS 1 TO 3 BURST.DOCX](#)

4. Mayor David Krutzfeldt will administer the oath of office to Robert Drost, 2nd Ward City Council Member.

Who is submitting this City Manager Department item.

Documents:

[OATHS OF OFFICE COMMUNICATION.DOCX](#)

5. Swear in new police officer Jared Van Wyk.

Who is submitting this Police Department item.

Documents:

[20180702 OATH FOR NEW POLICE OFFICER.DOCX](#)

6. **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:

[20180702 COMMUNITY COMMENTS BURST.DOCX](#)

7. **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:

[20180702 CONSENT AGENDA PAGE.DOCX](#)

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

1. June 18, 2018 Regular City Council Meeting Minutes
2. July 2, 2018 Agenda

Documents:

[20180702 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES JUNE 18, 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:

[20180702 BOARD AND COMMISSION MINUTES.DOCX](#)
[20180604 AIRPORT MINUTES.PDF](#)
[JUNE 7, 2018 BOA MINUTES.DOCX](#)
[HPC MINUTES 6-15-18.DOCX](#)

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

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM CLAIMS.DOCX](#)
[COUNCIL CLAIMS LIST 06212018.PDF](#)
[MANUAL CHECK REPORT 06202018_.PDF](#)
[CLAIMS OVER 500 .PDF](#)

- D. Consider approval to refund a Class C Beer Permit from Casey's Marketing Company dba Casey's General Store #1682 located at 1310 A Avenue West.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CASEYS 1682 REFUND LICENSE.DOCX](#)

- E. Consider approval of Pay Application No. 3 in the amount of \$68,232.70 to DeLong Construction, Inc. for work completed on the Lacey Recreation Complex Roadway Improvement Project.**

Who is submitting this item. Public Works Department

Documents:

[LACEY ROADWAYS PAY APP NO 3 EXPLANATION.DOCX](#)
[PAY APP 3.PDF](#)

- F. Consider approval of Pay Application No. 10 in the amount of \$48,271.94 to Drish Construction, Inc. for the 2017 Sanitary and Storm Sewer Improvements Project.**

Who is submitting this item. Public Works Department

Documents:

[DRISH PAY APP NO 10 EXPLANATION \(1\).DOCX](#)
[LETTER FROM GARDENS, PAY APP 10, AND BREAKDOWN.PDF](#)

- G. Consider approval of Pay Application No. 1 in the amount of \$304,339.80 to Dave Schmitt Construction Co., Inc. for work completed on the D Street Reconstruction Project.**

Who is submitting this item. Public Works Department

Documents:

H. Consider a resolution approving an amendment to the Oskaloosa Employee Handbook.

Who is submitting this City Manager's Office
item.

Documents:

20180702_RESIDENCY REQUIREMENT EMPLOYEE HANDBOOK
AMENDMENT.DOCX
20161104_RESIDENCY REQUIREMENTS FOR EMPLOYEES.DOCX
20180702_EMPLOYEE HANDBOOK AMENDMENT RESIDENCY
REQUIREMENT.DOCX

I. Consider a resolution scheduling a public hearing on vacation and sale of the 16.5 foot by 128.25 foot section of the east-west alley adjacent to 510 South I Street and referring the request to the Planning & Zoning Commission.

Who is submitting this Public Works Department
item.

Documents:

EXPLANATION 510 SOUTH I STREET ALLEY VACATE.DOCX
RESOLUTION 510 SOUTH I STREET ALLEY VACATE.DOCX
LOCATION MAP 510 SOUTH I STREET ALLEY.PDF
PICTURES.DOCX
APPLICATION 510 SOUTH I STREET ALLEY.PDF

J. Consider a resolution providing for the payment of retainage to Cornerstone Excavating, Inc.

Who is submitting this Public Works Department
item.

Documents:

EXPLANATION PHASE 1 DIV 1 RESOLUTION CORRECTION (1).DOCX
RESOLUTION CORRECTION PHASE 1 DIV 1 (1).DOCX
RESOLUTION 18-05-88.PDF

K. ----- END OF CONSENT AGENDA -----

8. 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.

- Building Code Board of Appeals - One vacancy for an ex officio member to represent the perspective of rental housing property owners and of rental housing tenants to the Building Code Board of Appeals 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. This is a seven member board with two alternate members that meets as needed. (5 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, 2019. 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 a term that ends April 30, 2022. This is a seven member board that meets monthly as needed. (2 females and 4 males currently serve with 1 vacancy).

Documents:

[20180702 BOARD AND COMMISSION VACANCIES BURST.DOCX \(2\)_1.DOCX](#)

9. Regular Agenda

Documents:

[20180702 REGULAR AGENDA BURST.DOCX](#)

A. Consider request from the Mahaska Community Recreation Foundation to report on quarterly activities of MCRF.

Who is submitting this City Manager Department
item.

Documents:

[20180702 MCRF QUARTERLY REPORT.DOCX](#)
[2018 2ND QTR REPORT.PDF](#)

B. Consider an ordinance amending Oskaloosa Municipal Code section 17.24 that would create minimum lot width adjustments for single-family residential developments. (1st reading) (PUBLIC HEARING)

Who is submitting this Development Services Department
item.

Documents:

[20180702_ZONING CHANGES COMMUNICATION \(1\)_1 \(1\).DOCX](#)
[20180605_ZONING MIN WIDTH ORDINANCE.DOCX](#)
[R3 EXAMPLE.PDF](#)
[R2 EXAMPLE.PDF](#)
[R1 EXAMPLE.PDF](#)

C. Consider an ordinance to amend Oskaloosa Municipal Code

Chapter 15.60 – “Rental Housing Inspection” Sections 15.60.030, 15.60.040, and to add section 15.60.055 – Rental compliance certificates. (2nd Reading)

Who is submitting this item. Development Services Department

Documents:

[20180702_RENTAL INSPECTION ORDINANCE COMMUNICATION.DOCX](#)
[20180606_RENTAL INSPECTION ORDINANCE.DOCX](#)

10. 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:

[20180702 REPORTS FROM STAFF BURST.DOCX](#)

11. Quarterly City Council Information and Reports from Council Members Serving on Boards and Commissions

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:

[20180702 NEW QUARTERLY CITY COUNCIL INFO AND REPORTS.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.