



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 - July 6, 2020, 6:00 P.M.

1. Invocation

2. Pledge of Allegiance

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.

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. July 6, 2020 City Council Agenda
2. June 15, 2020 City Council Regular Meeting Minutes

Documents:

[20200615_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 20200601 Airport Commission Meeting Minutes.pdf](#)
[MIN 20200619 Historic Preservation Commission Meeting Minutes.pdf](#)
[MIN 20200604 Housing Trust Fund Committee Meeting Minutes.pdf](#)
[MIN 20200527 South Central Regional Airport Agency Meeting Minutes.pdf](#)
[MIN 20200511 Water Board of Trustees Meeting Minutes.PDF](#)

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

Who is submitting this item. City Clerk/Finance Director

Documents:

[COM_20200716 Claims List.docx](#)
[MANUAL CHECK REPORT 06262020.pdf](#)
[COUNCIL CLAIMS LIST 06262020.pdf](#)

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

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20200706 Liquor License.docx](#)
[Liquor license applications 07062020.pdf](#)

E. Consider approval of Pay Application No. 1, in the amount of \$58,496.35 to JC Construction, Inc. for 6th Street Curb and Gutter Replacement Project-Phase 2. (CONSENT AGENDA)

Who is submitting this item. Public Works Department

Documents:

[COM_20200706_6th Street Curb and Gutter Replacement Project Phase 2 Pay App No 1.pdf](#)
[Signed Pay App 1.pdf](#)
[Pay App 1 breakdown.pdf](#)

F. Consider approval of Pay Application No. 2, in the amount of \$92,631.78 to Drish Construction, Inc., for Division 1 of the Phase 3 Sanitary Sewer System Improvements Project. (CONSENT AGENDA)

Who is submitting this Public Works Department
item.

Documents:

[COM_20200706 Phase 3 Sanitary Sewer Projects Div 1 Pay App No
2.docx](#)
[20200706_Letter from Gardens.pdf](#)
[20200706_Change Order 1.pdf](#)
[20200706_Pay App 2.pdf](#)

G. Consider approval of Pay Application No. 8, in the amount of \$158,314.39 to Visu-Sewer, Inc., for Division 2 of the Phase 3 Sanitary Sewer System Improvements Project. (CONSENT AGENDA)

Who is submitting this Public Works Department
item.

Documents:

[COM_20200706 Phase 3 Sanitary Sewer Projects Div 2 Pay App No
8.pdf](#)
[20200706_Letter from Gardens.pdf](#)
[20200706_Pay App 8.pdf](#)

H. Consider a motion appointing a representative to the Water Board of Trustees (Consent Agenda)

Who is submitting this City Manager's Office
item.

Documents:

[COM 20200706 Water Board of Trustees Appointment.docx](#)
[Smith Mike Water Board June 2020.pdf](#)

I. Consider a resolution scheduling a public hearing on vacation and sale of the 20 foot by 60 foot section of the north-south alley adjacent to 504 A Avenue. (CONSENT AGENDA)

Who is submitting this Public Works Department
item.

Documents:

[COM_20200706_504 A Avenue West Alley Vacate.pdf](#)
[RES_20200706_504 A Avenue West Alley Vacate.docx](#)
[20200706_Location Map 504 A Avenue West Alley Vacate.pdf](#)
[20200706_Pictures.pdf](#)
[20200706_Application.pdf](#)

J. Consider a resolution reauthorizing the Title VI non-discrimination program and submittal of related documentation to the Iowa Department of Transportation. (Consent Agenda)

Who is submitting this item. Public Works Department

Documents:

[COM 20200706 Title VI reauthorize.pdf](#)
[RES 20200706 Title VI reauthorize.docx](#)
[IDOT Title VI Assurances OSKALOOSA.pdf](#)
[IDOT Title VI Nondiscrimination Agreement OSKALOOSA.pdf](#)
[ADA Transition Plan 2020.pdf](#)

K. Consider a resolution approving an amendment to the contract with Area 15 Regional Planning Commission for CDBG administration services for the Facade Improvement Project Phase II. (Consent Agenda)

Who is submitting this item. Development Services Department

Documents:

[COM 20200706 Area 15 RPC amendment 1.pdf](#)
[RES 20200706 Area 15 amendment 1 to phase 2.docx](#)
[monitoring visit email.pdf](#)
[Site Visit Final Report Oskaloosa.pdf](#)
[18DTR003 - Contract - CDBG Administration.pdf](#)
[18DTR003 - Contract - CDBG Administration - A1.pdf](#)

L. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1430. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20200716 Code Supplement.docx](#)
[RES_20200706 Code Supplement.doc](#)

M. Consider a resolution affirming a contract with Multivista to provide visual construction documentation services for the Early Childhood Education and Recreation Center (Consent Agenda)

Who is submitting this item. City Manager's Office

Documents:

- [COM 20200706 Multivista Agreement.docx](#)
- [RES 20200706 Visual Documentation Services Early Childhood Education and Recreation Center.docx](#)
- [Multivista Project Quote June 2020.pdf](#)

N. Consider a resolution amending the Infectious Disease Action Plan, COVID-19 Pandemic Policy (Consent Agenda)

Who is submitting this item. City Manager's Office

Documents:

- [COM 20200706 COVID-19 Pandemic Policy Revision.docx](#)
- [RES 20200706 COVID-19 Policy Revisions.doc](#)
- [COVID 19 Policy Revised June 2020.docx](#)

O. Consider an ordinance amending Oskaloosa Municipal Code Chapter 10.24 – “Stop and Yield Requirements” – 3rd Reading. (CONSENT AGENDA)

Who is submitting this item. Public Works Department

Documents:

- [COM_20200706_Stop Signs.pdf](#)
- [ORD_20200706_Stop Signs.docx](#)
- [20200706_18th Ave Location Map.pdf](#)

P. ----- 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
- **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:** Two alternate member vacancies for terms ending December 2020 and December 2021
- **Housing Trust Fund Committee:** Two at-large vacancies for terms ending January 2022 and 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 a term ending June 2026

B. Consider an ordinance amending Oskaloosa Municipal Code section 17.24.035 pertaining to minimum lot width adjustments for single-family dwellings - 1st Reading. (PUBLIC HEARING)

Who is submitting this Development Services Department
item.

Documents:

[COM zon lot width 1st reading.pdf](#)
[ORD zon lot width amendment.doc](#)

C. Consider an ordinance amending Oskaloosa Municipal Code sections 17.22.020 and 17.24.030 relating to supplemental use regulations for agricultural uses and accessory structure height. - 1st Reading (PUBLIC HEARING)

Who is submitting this Development Services Department
item.

Documents:

[COM animals height zon amend 1st reading.pdf](#)
[ORD animals height zon amend.doc](#)

D. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the University Park Lift Station Improvement Project. (PUBLIC HEARING)

Who is submitting this Public Works Department
item.

Documents:

[COM_20200706_UP Lift Station.pdf](#)
[RES_20200706_UP Lift Station.docx](#)
[20200706_Engineers Opinion of Probable Cost.pdf](#)
[20200706_Cons Plans 3018059.pdf](#)
[20200706_Spec.pdf](#)

E. Consider a resolution awarding the bid for the University Park Lift Station Improvement Project.

Who is submitting this Public Works Department
item.

Documents:

[COM_20200706_UP Lift Station Rev2.pdf](#)
[RES_20200706_UP Lift Station.docx](#)
[20200706_Engineers Opinion of Probable Cost.pdf](#)
[20200706_Letter from Gardens.pdf](#)
[20200706_Bid Tab.pdf](#)

F. Consider a resolution accepting the bid and approving conveyance of city-owned property located at 601 B Ave West to John & Jane Nicholson for \$1,051. (Public Hearing)

Who is submitting this Development Services Department
item.

Documents:

[COM 601 B Ave West Disposition.pdf](#)
[RES sale of property 601 B Ave W.docx](#)
[Bid from John Jane Nicholson.pdf](#)
[Map Location.pdf](#)
[photos 601 B Ave W.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. Consider holding a closed session under Iowa Code Section 21.5.1.i

Who is submitting this City Manager's Office
item.

Documents:

[COM 20200706 CLOSED SESSION City Manager Evaluation.docx](#)

10. Consider a motion for action on the employment agreement between the city of Oskaloosa and City Manager, Mike Schrock

Who is submitting this City Manager's Office
item.

Documents:

[COM 20200706 Open Session Action City Manager Contract.docx](#)
[Employment Agreement_Schrock 2019-2023.pdf](#)

11. 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.