



**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, September 18, 2023 - 6:00 P.M.

1. Invocation: Central Church

2. Pledge of Allegiance

3. Roll Call

___ Mayor David Krutzfeldt, Council Members:

___ Almond, ___ Burnett, ___ Caligiuri, ___ Comfort, ___ Drost, ___ Hermesen, ___ 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)

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

1. September 18, 2023 City Council Agenda
2. August 21, 2023 City Council Regular Meeting Minutes
3. September 11, 2023 City Council Regular Meeting Minutes

Documents:

[City Council Minutes August 21 2023.docx](#)
[City Council Minutes September 11 2023.docx](#)

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

Documents:

[20230807 Airport Commission Minutes.pdf](#)
[Aug 22 2023 BOA minutes.pdf](#)
[20230905 Planning and Zoning Meeting Minutes.docx](#)

C. Consider a motion to receive and file financial reports for August 2023. (Consent Agenda)

Who is submitting this City Clerk/Finance Department item.

Documents:

[City Council Communication 20230918 Financial Reports.docx](#)
[CITY OF OSKALOOSA FINANCIAL REPORT AUGUST 2023.pdf](#)

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

Who is submitting this City Clerk/Finance Department item.

Documents:

[City Council Communication 20230918 Liquor Licenses.docx](#)

E. Consider a motion to approve a renewal application for a Class E Retail Alcohol License for Casey's Marketing Company dba Casey's General Store #3215, 901 South Market Street and approve the request for auto-renewal of subsequent renewal applications. (Consent Agenda)

Who is submitting this City Clerk/Finance Department item.

Documents:

[City Council Communication 20230918 Caseys 3215 license renewal and auto renewal.docx](#)

F. Consider approval of Pay Application No. 1 in the amount of \$43,035 to Norris Asphalt Paving Co., LC. for the Luminary Lane Surface Repair Project. (Consent Agenda)

Who is submitting this Public Works
item.

Documents:

[Communication Luminary Lane Surface Repair Project Pay App No.
1.docx](#)
[Luminary Lane Surface Repair Project Pay Application 1.pdf](#)

G. Consider approval of Pay Application No. 2 in the amount of \$121,984.75 to Delong Construction, Inc. for the 2023 Sanitary Sewer Project (Arbor Trace) (Consent Agenda).

Who is submitting this Public Works
item.

Documents:

[Communication 2023 Sanitary Sewer Project Pay App 2.docx](#)
[2023 Sanitary Letter and Change Order 1.pdf](#)
[2023 Sanitary Sewer Pay App 2.pdf](#)

H. Consider approval of Pay Application No. 2 in the amount of \$238,790.09 to Jones Contracting Corp. for The South 7th Street Project (Consent Agenda).

Who is submitting this Public Works
item.

Documents:

[Communication South 7th Street Project Pay App.docx](#)
[Letter From Garden and Associates.pdf](#)
[Pay Application 2 South 7th Street Project.pdf](#)

I. Consider approval of Pay Application No. 7 in the amount of \$17,032.55 to KLC Construction, Inc. for the 2022 Sanitary Sewer Project (Consent Agenda).

Who is submitting this Public Works
item.

Documents:

[Communication 2022 Sanitary Sewer Project Pay App 7.docx](#)
[2022 Sanitary Letter and Pay App 7.pdf](#)

J. Consider a resolution approving an agreement with Commercial Appraisers of Iowa, Inc. for appraisal services related to the Wastewater Facility Plan Long-Term Improvement Project (Consent Agenda)

Who is submitting this Public Works

item.

Documents:

[Communication Commercial Appraisers of Iowa Appraisal Agreement.docx](#)
[Resolution Commercial Appraisers of Iowa Appraisal Agreement.docx](#)
[Proposal from Commercial Appraisers of Iowa.pdf](#)

K. Consider a resolution setting a public hearing for October 16, 2023 for levying a special assessment for a nuisance abatement at 502 North Market in accordance with Oskaloosa Municipal Code 8.08.080

Who is submitting this Fire Dept.
item.

Documents:

[COM 091823 502 North Market scheduling a public hearing.docx](#)
[RES 091823 502 North Market scheduling a public hearing.docx](#)
[SCHEDULE FOR EMERGENCY ABATEMENT 502 N Market St 3rd 2023 updated 08222023.pdf](#)

L. Consider a resolution setting a public hearing for October 16 for levying a special assessment for a nuisance abatement at 806 North H in accordance with Oskaloosa Municipal Code 8.08.080

Who is submitting this Fire Dept.
item.

Documents:

[COM 091823 806 North H scheduling a public hearing.docx](#)
[RES 091823 806 North H scheduling a public hearing.docx](#)
[SCHEDULE FOR EMERGENCY ABATEMENT 806 North H May.pdf](#)

M. Consider a resolution setting a public hearing for October 16, 2023 for levying a special assessment for a nuisance abatement at 806 North H in accordance with Oskaloosa Municipal Code 8.08.080

Who is submitting this Fire Dept.
item.

Documents:

[COM 091823 806 North H scheduling a public hearing.docx](#)
[RES 091823 806 North H scheduling a public hearing.docx](#)
[SCHEDULE FOR EMERGENCY ABATEMENT 806 North H July.pdf](#)

7. Regular Agenda

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

A. Consider a resolution approving the execution and entry into a 28E Agreement with Stephen Memorial Animal Shelter.

Who is submitting this City Manager
item.

Documents:

[Communication 20230918 28E Agreement with Stephen Memorial Animal Shelter.docx](#)
[Resolution 20230918 Approving 28E Agreement with Stephen Memorial Animal Shelter.docx](#)
[Stephen Memorial Animal Shelter 28E Signed Agreement.pdf](#)

B. Consider a resolution approving the execution and entry into a legal services agreement with Heslinga, Dixon, & Hite law firm.

Who is submitting this City Manager
item.

Documents:

[Communication 20230915 Agreement with Heslinga, Dixon, and Hite.docx](#)
[Resolution 20230918 Agreement with Heslinga, Dixon, and Hite.docx](#)
[Signed Legal Agreement.pdf](#)

C. Discussion item regarding FY2023 Annual Report

Who is submitting this City Manager
item.

Documents:

[Communication 20230918 Discussion Item for the Annual Report.docx](#)

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. 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.