



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
March 18, 2019  
6:00 PM

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

**1. Invocation: Pastor Bruce Wittern, Central United Methodist 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.

Who is submitting this City Manager's Office  
item.

Documents:

[20190318 AGENDA ITEMS 1 TO 3 BURST.DOCX](#)

**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 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:

[20190318 COMMUNITY COMMENTS BURST.DOCX](#)

**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.

Documents:

[20190318 CONSENT AGENDA PAGE.DOCX](#)

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

1. March 4, 2019 Regular City Council Meeting Minutes
2. March 18, 2019 Agenda

Documents:

[20190318 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)  
[CITY COUNCIL MINUTES MARCH 4, 2019.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:

[20190318 BOARD AND COMMISSION MINUTES.DOCX](#)  
[FEB 2019 LB MINUTES.DOC](#)  
[20190305 PZ MINUTES.DOCX](#)  
[20180307 OHTF MINUTES.DOCX](#)

**C. Consider a motion to receive and file financial report for February 2019.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM FINANCIAL REPORTS.DOCX](#)  
[OSKALOOSA IA TREASURERS REPORT FEBRUARY 2019  
\(002\).PDF](#)

**D. Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales for F.O.G., L.L.C., 2214 South 11th Street.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

- E. Consider approval of Pay Application No. 8 in the amount of \$77,937.50 to Dave Schmitt Construction Co., Inc. for work completed on the D Street Reconstruction Project with \$77,827.97 to be paid by the City of Oskaloosa and \$109.53 to be paid by the Oskaloosa Municipal Water Department.**

Who is submitting this item. Public Works Department

Documents:

[20190318 SCHMITT PAYMENT NO. 8.DOCX](#)  
[PAY APPLICATION 8.PDF](#)

- F. Consider a resolution approving the release of utility and ingress/egress easement for Otter Hills Subdivision.**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION OTTER HILLS SUBDIVISON EASEMENT.DOCX](#)  
[OTTER HILLS RESOLUTION.DOCX](#)  
[OTTER HILLS EXHIBIT A.PDF](#)  
[OTTER HILLS FINAL PLAT.PDF](#)

- G. Consider a resolution scheduling a time for hearing for considering the matter of levying a special assessment against private property for snow removal by the city in accordance with section 12.12 of the city code of the city of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM SCHEDULE PH SNOW.DOCX](#)  
[RESOLUTION PH 01122019 SNOW REMOVAL.DOCX](#)  
[EXHIBIT A JAN 2019 SNOW.PDF](#)  
[SCHEDULE FOR SNOW ASSESSMENT JAN 2019 SNOW.PDF](#)

- H. Consider a resolution scheduling a public hearing on April 15, 2019 on levying a special assessment against the property located at 610 D Ave West for nuisance abatement.**

Who is submitting this item. Fire Department

Documents:

[20190318 COMM SCHEDULING PUBLIC HEARING NUISANCE.DOCX](#)  
[20190318 RESOLUTION PUBLIC HEARING.DOCX](#)  
[SCHEDULE FOR EMERGENCY ABATEMENT 610 D AVE W.PDF](#)  
[ASSESSMENT SCHEDULE - NUISANCE 610 D AVE W.DOCX](#)

**I. Consider a resolution adopting the city of Oskaloosa revised position description.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[20190318\\_POSITION DESCRIPTION FORMS.DOCX](#)  
[20190318 POSITION DESCRIPTION RESN.DOC](#)  
[ADMINISTRATIVE ASSISTANT JOB DESCRIPTION DS-CM 2019 V2.DOCX](#)  
[ADMIN ASSISTANT - PW 2019.PDF](#)  
[BUILDING OFFICIAL 2019 \(002\).DOCX](#)

**J. Consider a resolution approving the city's Disadvantaged Business Enterprise (DBE) Program.**

Who is submitting this item. City Manager's Office

Documents:

[DBA PROGRAM OOA COMM.DOCX](#)  
[20190318\\_DBA PROGRAM OOA RESO.DOCX](#)

**K. Consider a resolution approving an amendment to the contract with Fox Engineering Associates, Inc. for Phase 1 of the Wastewater Facility Plan Short-Term Improvement.**

Who is submitting this item. Public Works Department

Documents:

[FOX CONTRACT AMENDMENT 1 EXPLANTION.DOCX](#)  
[FOX CONTRACT AMENDMENT 1 RESOLUTION.DOCX](#)  
[LETTER FROM FOX AND AMENDMENT 1.PDF](#)

**L. Consider a resolution authorizing approval of an agreement with Union Pacific Railroad Company towards purchasing their property.**

Who is submitting this item. Public Works Department

Documents:

20190318 UNION PACIFIC RR COMM.DOCX  
RESOLUTION.PDF  
LOU 3060 44 REV 1.DOC

M. ----- **END OF CONSENT AGENDA** -----

**6. Regular Agenda**

Documents:

20190318 REGULAR AGENDA BURST.DOCX

**A. Consider request from the Oskaloosa Area Chamber & Development Group to report on quarterly activities of the OACDG.**

Who is submitting this City Manager Department  
item.

Documents:

20190318 OACDG QUARTERLY REPORT.DOCX  
QUARTER 1 REPORT.PDF  
SYNCHONIST REPORT 3.8.19 PDF FORMAT.PDF

**B. Consider a resolution approving a site plan for a building conversion for auto body repair and outdoor parking/storage at 1308 17th Avenue East.**

Who is submitting this Development Services Department  
item.

Documents:

20190318 COPELAND SITE PLAN COMM..DOCX  
CC COPELAND SITE PLAN RESOLUTION 3-18-19.DOCX  
SIGNED APPLICATION.PDF  
SITE PLAN REVISED FINAL C101-190226.PDF  
SITE LOCATION MAP COPELAND.PDF

**7. Report on Items from City Staff.**

- a) City Manager      i. Stop sign violations      ii. Speed complaints on Carbonado Rd.
- iii. No parking study requested by Chris Staples at 910 South 8th Street
- b) City Clerk.
- c) City Attorney.

This item is reserved to receive reports from the City Manager, City Clerk, and/or the City Attorney.

Who is submitting this City Manager

item.

Documents:

[20190318 REPORTS FROM STAFF W CM ATTMTS.DOCX](#)  
[STOP SIGN SURVEY MEMO.DOCX](#)  
[CARBONADO SPEED MEMO.DOCX](#)

## 8. City Council Information

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:

[20190318 CITY COUNCIL INFORMATION BURST.DOCX](#)

## 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 least 24 hours prior to the meeting at (641) 673-9431.**