



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
May 16, 2016

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

**1. Invocation: Doug Van Der Pol, Bethel Christian Reformed 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, \_\_\_\_\_ Jimenez, \_\_\_\_\_ Moore, \_\_\_\_\_ Ver Steeg,

\_\_\_\_\_ Walling, \_\_\_\_\_ Yates.

Documents: [20160516 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: [20160516 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: [20160516 CONSENT AGENDA PAGE BURST BW.DOCX](#)

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

1. May 2, 2016 Regular City Council Meeting Minutes

2. May 16, 2016 Agenda

Documents: [20160516 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#),  
[CITY COUNCIL MINUTES MAY 2, 2016.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: [20160516 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#), [BOA MIN 4-26-2016.DOCX](#), [HPC MINUTES 2-3-2016.DOC](#), [HPC MINUTES 3-4-2016.DOCX](#), [HPC MINUTES 4-29-2016.DOC](#), [HPC MINUTES 5-6-2016.DOC](#), [WB MINUTES 03212016.DOCX](#), [APR 2016 LIB MINUTES.DOC](#), [20160505 OHTF MINUTES.DOCX](#), [20160509 PZ MINUTES FINAL.DOCX](#)

**C. Consider a motion to receive and file financial reports for April 2016.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM FINANCIAL REPORTS \(3\).DOCX](#), [OSKALOOSA IA TREASURERS REPORT APRIL 2016.PDF](#)

**D. Consider approval of a renewal application for a Class B Native Wine Permit from Kerri Boender dba The Antique Peddler, 213 High Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM ANTIQUE PEDDLER 05162016.DOCX](#)

**E. Consider approval of a renewal application for a Class C Liquor License with Outdoor Service and Sunday Sales from Oskaloosa Post #2237 Veterans of Foreign Wars, 1215 South 17th Street.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM VFW 05162016.DOCX](#)

**F. Consider approval of a five day application for a Class C Liquor License from Sodexo America, LLC, dba William Penn University-Penn Activities Center, 1802 North E Street, effective June 4, 2016.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM WPU \(2\).DOCX](#)

**G. Consider a motion establishing a fee to charge for recovered "Oskaloosa" bricks.**

Who is submitting this item. City Manager Department

Documents: [ITEM SALE OF OSKALOOSA BRICKS.DOCX](#),  
[20160505\\_082625\\_RESIZED\\_1.PDF](#)

**H. Consider approval of Pay Request No. 1 in the total amount of \$48,936.00 to Vessco, Inc. for the materials required for the Southwest Wastewater Treatment Plant digester upgrade.**

Who is submitting this item. Public Works Director

Documents: [VESSCO PAY APP 1 EXPLANATION\\_1.DOCX](#), [INVOICE VESSCO.PDF](#)

**I. Consider approval of the purchase of one (1) 2016 Chevrolet Silverado 3500HD truck from Karl Chevrolet for a total cost of \$28,473.36 and the purchase of truck accessory equipment from Truck Equipment Inc. for \$19,632.00 for the Public Works Department.**

Who is submitting this item. Public Works Director

Documents: [PATCH TRUCK EXPLANATION.DOCX](#), [KARL CHEVROLET 2016 CHEVY TRUCK BID.PDF](#), [BOB BROWN CHEVROLET 2016 CHEVY TRUCK BID.PDF](#), [SHOTTENKIRK 2016 CHEVY TRUCK BID.PDF](#), [CLEMONS 2016 CHEVY TRUCK BID.PDF](#), [TRUCK EQUIPMENT, INC.- ACCESSORY EQUIPMENT BID.PDF](#), [KNAPHEIDE TRUCK EQUIPMENT- ACCESSORY EQUIPMENT BID.PDF](#), [HAWKEYE TRUCK EQUIPMENT ACCESSORY EQUIPMENT BID.PDF](#)

**J. Consider approval of a permanent easement agreement with Mid-American Energy for installation of underground utilities located at the alley north of Fire Station.**

Who is submitting this item. Public Works Director

Documents: [MID AMERICAN EASEMENT EXPLANATION.DOCX](#), [MID AMERICAN ENERGY EASEMENT AGREEMENT \(1\).PDF](#), [MID AMERICAN ENERGY EASEMENT MAP.PDF](#)

**K. Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2017.**

Who is submitting this City Manager Department item.

Documents: [20160516 ITEM RPC FINANCIAL SUPPORT.DOCX](#), [RPA LETTER.PDF](#), [RPA FEE RESOLUTION 2016.DOC](#)

**L. Consider a resolution authorizing parking prohibition and temporary closure of a street for the Oskaloosa Farmers Market.**

Who is submitting this Public Works Director item.

Documents: [FARMERS MARKET EXPLANATION\\_1.DOCX](#), [RESOLUTION FARMERS MARKET.DOCX](#), [APPLICATION.PDF](#)

**M. Consider a resolution setting a date for public hearing to amend Table 17.08 B, pertaining zoning district regulations and permitted uses for medium retail services.**

Who is submitting this Public Works Director item.

Documents: [EXPLANATION MEDIUM RETAIL CODE AMENDMENT\\_1.DOCX](#), [RESOLUTION RETAIL SERVICES.DOCX](#), [TABLE 17.PDF](#)

**N. Consider a resolution scheduling a public hearing on proposed parking restriction changes along C Avenue East from North 11th Street to South Park Avenue.**

Who is submitting this Public Works Director item.

Documents: [C AVE E PARKING CHANGE EXPLANATION\\_2.DOCX](#), [C AVE E OPTION 1 PUBLIC HEARING RESOLUTION.DOCX](#), [C AVE E OPTION 2 PUBLIC HEARING RESOLUTION.DOCX](#), [C AVE E OPTION 3 PUBLIC HEARING RESOLUTION.DOCX](#), [C AVE E NO PARKING ZONES.PDF](#), [C AVE E PARKING OPTION 1 STAFF RECOMMENDATION.PDF](#), [C AVE E PARKING OPTION 2 STAFF RECOMMENDATION PARKING.PDF](#), [C AVE E PARKING OPTION 3 P AND Z RECOMMENDATION.PDF](#), [C AVE E SURVEY RESPONSES.XLS](#), [VICKIE WOLFE LETTER.PDF](#), [C AVENUE EAST RESIDENT LETTER.PDF](#)

**O. ----- END OF CONSENT AGENDA -----  
--**

**6. Regular Agenda**

Documents: [20160516 REGULAR AGENDA BURST.DOCX](#)

**A. Consider a resolution approving the vacation and sale of the 60 foot by 16.5 foot section of the east-west alley adjacent to 402 4th Avenue West. (PUBLIC HEARING)**

Who is submitting this Public Works Director  
item.

Documents: [402 4TH AVE W ALLEY VACATE EXPLANATION\\_1.DOCX](#), [402 4TH AVE W ALLEY VACATE RESOLUTION.DOCX](#), [402 4TH AVE W ALLEY VACATE.PDF](#), [ALLEY VACATE APPLICATION.PDF](#), [RESPONSE POSTCARDS-ALLEY VACATE.XLS](#)

**B. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the Northeast Wastewater Treatment Plant Generator Replacement Project. (PUBLIC HEARING)**

Who is submitting this Public Works Director  
item.

Documents: [EXPLANATION NE WWTP GENERATOR \(3\)\\_1 \(1\).DOCX](#), [GENERATOR RESOLUTION.DOCX](#), [OSKALOOSA WWTP GENERATOR-ELECTRICAL.PDF](#), [ESTIMATE GENERATOR.PDF](#)

**C. Consider a resolution awarding or rejecting a contract for the Northeast Wastewater Treatment Plant Generator Replacement Project.**

Who is submitting this Public Works Director  
item.

Documents: [EXPLANATION NE WWTP GENERATOR AWARD.DOCX](#), [RESOLUTION APPROVE NE WWTP 250KW GENERATOR.DOCX](#), [RESOLUTION APPROVE NE WWTP 300KW GENERATOR.DOCX](#), [RESOLUTION REJECT NE WWTP GENERATOR.DOCX](#), [BID TAB.PDF](#), [GARDEN AND ASSOC LETTER NE WW GENERATOR.PDF](#), [NE WW GENERATOR NOTICE OF AWARD.PDF](#)

**D. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the Sidewalk Improvement Project along D Avenue West, North L Street, and Green Street (Iowa DOT Project No. TAP-U-5780(613)—8I-62). (PUBLIC HEARING)**

Who is submitting this Public Works Director  
item.

Documents: [EXPLANATION IOWA DOT SIDEWALK IMPROVEMENT.DOCX](#), [RESOLUTION.DOCX](#), [NOTICE OF PUBLIC HEARING.DOC](#), [62-5780-613 COST ESTIMATE 01-27-2016.PDF](#), [62-5780-613 FINAL PLANS 01-27-2016.PDF](#)

**E. Consider a resolution awarding a contract for the Sidewalk Improvement Project along D Avenue West, North L Street, and Green Street to Delong Construction, Inc. (Iowa DOT Project No. TAP-U-5780(613)—8I-62)**

Who is submitting this Public Works Director

item.

Documents: [EXPLANATION AWARD IOWA DOT SIDEWALK IMPROVEMENT.DOCX](#), [RESOLUTION DELONG AWARD SIDEWALK PROJECT.DOCX](#)

- F. Consider approval of a six month application for a Class C Liquor License with Sunday Sales and Outdoor Service Area from Oskaloosa Area Chamber and Development Group and the use of the city owned alley located between Smokey Row and Bridal Dreams to host various events from June 1, 2016 through November 30, 2016.**

Who is submitting this City Clerk/Finance Department  
item.

Documents: [CITY COMM OSKALOOSA CHAMBER.DOCX](#)

- G. Consider a resolution to approve and direct the Mayor to execute a professional services contract with Calhoun-Burns and Associates, Inc. for the North 17th Street Bridge Replacement Project (Iowa DOT Project No. BROS-5780 (614)—8J-62) in an amount not to exceed \$67,655.00.**

Who is submitting this Public Works Director  
item.

Documents: [EXPLANATION IOWA DOT BRIDGE ENGINEERING CONTRACT.DOCX](#), [RESOLUTION.DOCX](#), [CALHOUN BURNS TRANSMITTAL.PDF](#), [CALHOUN BURNS-PROFESSIONAL SERVICES AGREEMENT BRIDGE REPLACEMENT.PDF](#)

- H. Consider a resolution approving the site plan for Fellowship Bible Church located at 1000 A Avenue West.**

Who is submitting this Public Works Director  
item.

Documents: [FBC SITE PLAN EXPLANATION.DOCX](#), [FBC SITE PLAN RESOLUTION.DOCX](#), [FBC SITE PLAN REVIEW AND RESPONSES.DOCX](#), [FBC SITE PLAN - CITY SUBMITTAL.PDF](#), [FBC SITE PLAN WITH STAFF COMMENTS.PDF](#), [SITE PLAN APPLICATION.PDF](#)

- I. Discussion and possible action on establishing a loading and unloading zone along the west side of South Market Street between 1st Avenue and the east-west alley north of 1st Avenue.**

Who is submitting this Public Works Director  
item.

Documents: [S MARKET ST LOADING AND UNLOADING ZONE AGENDA.DOCX](#), [DOWNTOWN LOADING ZONE OPTIONS.PDF](#), [LOADING UNLOADING RESPONSES.XLS](#), [LETTER FROM SMOKEY ROW.PDF](#)

## 7. 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: [20160516 REPORTS FROM STAFF BURST.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: [20160516 CITY COUNCIL INFORMATION BURST.DOCX](#)

## 9. 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 and reconvene in open session to consider approval of contract.

Who is submitting this City Manager Department item.

Documents: [ITEM - CLOSED SESSION.DOCX](#)

## 10. Discussion and possible action on the employment agreement between City Manager Michael Schrock and the city of Oskaloosa.

Who is submitting this City Manager Department item.

Documents: [ITEM OPEN SESSION ACTION CM CONTRACT.DOCX](#), [CM CONTRACT.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 least 24 hours prior to the meeting at (641) 673-9431.