



City of Oskaloosa
City Council Meeting Regular Session
Oskaloosa Public Library Meeting Room
301 S. Market Street
Oskaloosa, IA 52577
Agenda
August 1, 2016

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

1. Invocation: Pastor Bill Hines, Gateway Church of the Nazarene

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:

[20160801 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:

[20160801 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:

[20160801 CONSENT AGENDA PAGE BURST BW.DOCX](#)

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

1. July 18, 2016 Regular City Council Meeting Minutes
2. August 1, 2016 Agenda

Documents:

[20160801 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES JULY 18, 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:

[20160801 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#)
[20160714 OHTF MINUTES.DOCX](#)
[RECREATION CENTER 20160608 MEETING.DOCX](#)
[RECREATION CENTER 20160623 MEETING.DOCX](#)
[RECREATION CENTER 20160714 MEETING.DOCX](#)
[20160725 CIVIL SERVICE MINUTES.PDF](#)
[20160705 AIRPORT COMMISSION MINUTES.PDF](#)
[20160714 AIRPORT SPEC MEETING MINUTES.PDF](#)

C. Consider payment of claims for July 2016.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CLAIMS.DOCX](#)
[COUNCIL CLAIMS LIST 07252016.PDF](#)
[MANUAL CHECK REPORT 07252016 .PDF](#)
[CLAIMS OVER 500.PDF](#)

D. Consider a resolution approving a 28E agreement between the city and Lake Prairie Township for mutual aid fire and emergency services.

Who is submitting this item. Fire Department

Documents:

LAKE PRAIRIE TOWNSHIP FIRE DEPARTMENT 28E AGREEMENT
CITY COUNCIL COMMUNICATION.DOCX
LAKE PRAIRIE TOWNSHIP FIRE DEPT 28 E AGREEMENT 2016
DRAFT.DOCX
LAKE PRAIRIE TOWNSHIP FIRE DEPARTMENT MUTUAL AID
AGREEMENT..DOCX

- E. Consider a resolution scheduling a public hearing for September 6, 2016 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 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 Department

Documents:

CITY COMM WEED SCHEDULE PH.DOCX
RESOLUTION NO PH WEEDS MAY 2016.DOCX
EXHIBIT A MAY 2016.PDF

- F. Consider a resolution transferring ownership of a 1991 Ford single axle dump truck owned by the City of Oskaloosa Public Works Department to the Oskaloosa Water Department for a cost of \$2,000.**

Who is submitting this item. Public Works Director

Documents:

EXPLANATION 2016 TRUCK PURCHASE.DOCX
RESOLUTION SALE OF DUMP TRUCK.DOCX
STREETS - TRUCK TITLE.PDF

- G. Consider an ordinance amending the Oskaloosa Municipal Code, Chapter 12.08, by adding Section 12.08.110 relating to requirements for temporary closure of streets for special events. – 3rd Reading.**

Who is submitting this item. Public Works Director

Documents:

EXPLANATION TEMP CLOSURE SPECIAL EVENTS_1.DOCX
TEMP CLOSURE ORDINANCE_1.DOCX

- H. ----- END OF CONSENT AGENDA -----**
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6. 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.

- Airport Commission - One vacancy to fill upon appointment for an unexpired term that ends December 31, 2021. This is a five member board that typically meets the first Monday of the month. (4 males and 0 females currently serve with 1 vacancy)
- Historic Preservation Commission - Three vacancies - one vacancy to fill upon appointment for a term that ends December 31, 2018; and two vacancies for alternate members. This is a seven member board with two alternate members that meets as needed. (4 males and 2 females currently serve with 3 vacancies, two for alternate members)
- Housing Trust Fund Committee - One vacancy to fill upon appointment for an unexpired term that ends January 31, 2017. Five at-large members serve on the committee that meets every other month. (2 males and 2 females currently serve at-large with 1 vacancy)
- Municipal Housing Agency - One vacancy to fill upon appointment for an unexpired term that ends February 28, 2017. 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 an unexpired term that ends April 30, 2020. This is a seven member board that typically meets the Tuesday after the first Monday of the month. (4 males and 2 females currently service with 1 vacancy).

Documents:

[20160801 BOARD AND COMMISSION VACANCIES BURST.DOCX](#)

7. Regular Agenda

Documents:

[20160801 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's Office item.

Documents:

[MCRF QUARTERLY REPORT.DOCX](#)

8. 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:

[20160801 REPORTS FROM STAFF BURST.DOCX](#)

9. 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.

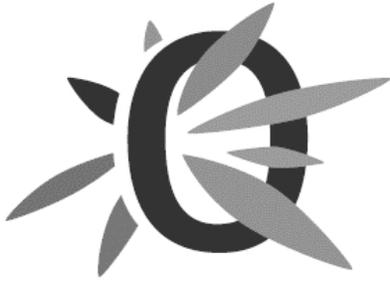
Documents:

[20160801NEW QUARTERLY CITY COUNCIL INFO AND REPORTS.DOCX](#)

10. 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.



City Council Communication
Meeting Date: August 1, 2016
Requested By: Mayor & City Council

Item Title: Call to Order and Roll Call – 6:00 p.m.

1. Invocation: Pastor Bill Hines, Gateway Church of the Nazarene
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

_____ Burnett, _____ Caligiuri, _____ Jimenez, _____ Moore,

_____ Ver Steeg, _____ Walling, _____ Yates.

Explanation:

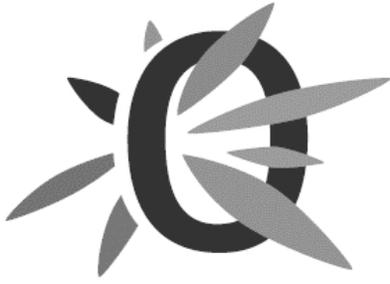
Not applicable.

Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication
Meeting Date: August 1, 2016
Requested By: Mayor & City Council

Item Title: Community Comments

Explanation:

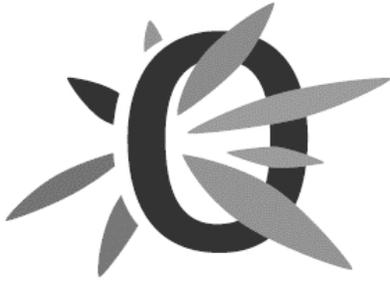
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Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication
Meeting Date: August 1, 2016

Item Title: CONSENT AGENDA

Explanation:

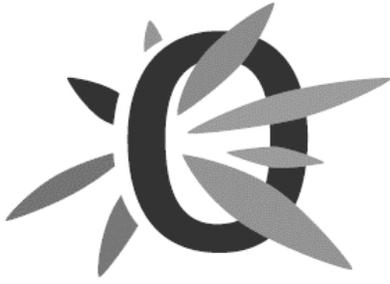
All items appearing on the Consent Agenda are considered routine by the City Council and shall be enacted by one motion. If discussion is desired, that item shall be removed, discussed separately and approved by a separate motion of the City Council.

Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication

Meeting Date: August 1, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

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

Explanation:

1. July 18, 2016 City Council Regular Meeting Minutes
2. August 1, 2016 Agenda

Budget Consideration:

Not applicable.

Attachments:

July 18, 2016 City Council Regular Meeting Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
July 18, 2016

The Oskaloosa City Council met in regular session on Monday, July 18, 2016, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling. Absent: Yates.

It was moved by Caligiuri, seconded by Ver Steeg to approve the consent agenda:

1. July 5, 2016 City Council Regular Meeting Minutes
2. July 18, 2016 Agenda
3. Receive and file reports and communications from advisory and operating boards and commissions:
 - a. June 27, 2016 Oskaloosa Municipal Band Board Minutes
 - b. June 27, 2016 Library Board Minutes
 - c. July 6, 2016 Planning and Zoning Commission Minutes
 - d. June 20, 2016 Water Board Minutes
 - e. Water Department Financial Reports
4. Receive and file financial reports for June 2016.
5. Renewal application for a Class C Liquor License with Sunday Sales from Oskaloosa Entertainment Inc. dba Hot Shotz Bar & Grill, 507 High Avenue West.

The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 16-07-107 entitled "A RESOLUTION OF THE CITY COUNCIL OF OSKALOOSA APPROVING THE NORTH 1ST STREET PARKING PROJECT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Ver Steeg to approve Pay Request No. 2 in the amount of \$89,270.28 to DDVI, Inc. for work completed on the Oskaloosa Fire Department Expansion and Renovation Project. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 16-07-108 entitled "RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR

EMERGENCY ABATEMENT OF A PREMISES AND DIRECTING NOTICE TO THE OWNER TO BE ASSESSED” and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-07-109 entitled “A RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF SOUTH 3RD STREET BETWEEN 1ST AVENUE EAST AND THE EAST-WEST ALLEY ADJACENT TO 311 1ST AVENUE EAST TO ALLOW FOR AN ESTATE AUCTION” subject to receipt of a \$1,000,000 liability insurance certificate naming the city as an additional insured, payment of the street closure fee, and the requirement that all food vendors must acquire licenses from the city of Oskaloosa and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-07-110 entitled “RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH TRIANGLE2 SOLUTIONS, LLC FOR MARKET FEASIBILITY STUDY FOR THE RECREATION AND EARLY CHILDHOOD EDUCATION CENTER” and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jason Huddle, District Planner, and Jim Armstrong, Engineer, from the Iowa Department of Transportation District 5 staff, reported on Iowa Department of Transportation projects in the area.

Jack Pope from Garden & Associates gave an update on the sanitary sewer system inflow and infiltration evaluation and implementation plan.

Moore introduced Resolution No. 16-07-111 entitled “A RESOLUTION AUTHORIZING AN AMENDMENT TO THE ENGINEERING SERVICES AGREEMENT BETWEEN GARDEN AND ASSOCIATES, LTD. AND THE CITY OF OSKALOOSA TO PROVIDE SERVICES FOR THE SANITARY SEWER SYSTEM INFLOW AND INFILTRATION EVALUATION AND IMPLEMENTATION PLAN” and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on the vacation and sale of an unused section of public right-of-way lying between 1002 South E Street and 602 9th Avenue West and that citizens would now have the opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Moore introduced Resolution No. 16-07-112 entitled "A RESOLUTION APPROVING THE QUIT CLAIM DEEDS TO VACATE THE PUBLIC RIGHT-OF-WAY LYING BETWEEN 1002 SOUTH E STREET AND 602 9TH AVENUE WEST, AND THE SALE OF SAID PUBLIC RIGHT-OF-WAY" for \$1.00 plus recording and transfer costs and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for cleanup of a property located at 805 South B Street and that citizens would now have the opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 16-07-113 entitled "RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR THE CLEANUP OF A PREMISES LOCATED AT 805 SOUTH B STREET, OSKALOOSA, IOWA, BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH §8.08.080 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced "AN ORDINANCE ESTABLISHING "NO PARKING ZONES" ALONG THE NORTH SIDE OF C AVENUE EAST FROM 540 FEET WEST OF SOUTH PARK AVENUE TO 340 FEET WEST OF SOUTH PARK AVENUE; AND 50 FEET EAST AND WEST OF NORTH 11TH STREET ON THE NORTH SIDE OF C AVENUE EAST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPES OF VEHICLES WITHIN SAID NO PARKING ZONES, AMENDING THE OSKALOOSA MUNICIPAL CODE TO REFLECT THE CHANGES, AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1384.

Caligiuri introduced "AN ORDINANCE AMENDING TITLE 12, CHAPTER 12.08, OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA TO ADD A NEW SECTION 12.08.110 – "TEMPORARY CLOSURE OF STREETS FOR SPECIAL EVENTS" and moved its approval on the second reading. Moore seconded the motion. The roll was called and the vote was:

AYES: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg and Walling

NAYS: None

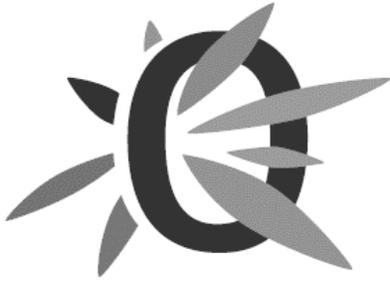
Whereupon the Mayor declared said ordinance approved on the second reading.

It was moved by Moore, seconded by Ver Steeg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 6:40 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk



City Council Communication

Meeting Date: August 1, 2016

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Receive and file reports and communications from advisory and operating boards and commissions.

Explanation:

1. July 14, 2016 Housing Trust Fund Committee Minutes
2. June 8, 2016 Recreation Early Education Center Committee
3. June 23, 2016 Recreation Early Education Center Committee
4. July 14, 2016 Recreation Early Education Center Committee
5. July 25, 2016 Civil Service Commission Minutes
6. July 5, 2016 Airport Commission Minutes
7. July 14, 2016 Airport Commission Special Meeting Minutes

Budget Consideration:

Not applicable.

Attachments:

July 14, 2016 Housing Trust Fund Committee Minutes
June 8, 2016 Recreation Early Education Center Committee
June 23, 2016 Recreation Early Education Center Committee
July 14, 2016 Recreation Early Education Center Committee
July 25, 2016 Civil Service Commission Minutes
July 5, 2016 Airport Commission Minutes
July 14, 2016 Airport Commission Special Meeting Minutes

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, July 14, 2016 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Adams at 12:03 p.m. with the following members present: Dan Adams, Joe Caligiuri, Bernice Hahn, Valinn McReynolds, Noel C. Stahle, and Carri Vande Ree. Members absent: Randell Davis, Leon McCullough, Dave Polkowske, and Tamera Sauer. Also present: Amy Miller, City Clerk, Marilyn Johannes, Gregory Meyer (owner of 714 North C Street) and Aramina Flores (Valinn intern).

It was moved by Caligiuri, seconded by Stahle to approve the May 5, 2016 Housing Trust Fund Committee Minutes. Motion carried unanimously.

Consider request for a demolition grant I for a house located at 1111 South F Street.

Brian and Kara Edel applied for funds under the Demolition Assistance Grant/Loan Program Plan I for a house located at 1111 South F Street. It was moved by Caligiuri, seconded by McReynolds to approve demolition grant funds up to \$4,000 for demolition of the structure located at 1111 South F Street. Motion carried unanimously.

Discussion and possible action on a request for extension on Demolition Loan Agreement with Gregory Meyer

Miller explained that Meyer was approved for a demolition loan in July 2013, almost three years ago. Meyer was to demolish one property, combine two lots, which he has done, and build a new garage. The demolition program states a structure of equal or greater assessed value must be built on the property within two years of dispersal of the grant funds. After checking with the assessor after the deadline, the property had not been reassessed, so no action was proposed until now when a new assessment was available. The assessor reviewed the property and stated the addition was only 60% complete increasing the value by \$2,790.00; and Miller said the increased property value amount to forgive the demolition loan had to be over \$6,770.00. After being notified that repayment was due because the requirements of the loan had not been met, Meyer asked for an extension until December 31, 2017.

Meyer addressed the committee and indicated that personal hardships and having to deal with a different building official had prevented him from meeting the loan requirements.

Vande Ree asked if Meyer was building the garage himself and he indicated yes. Stahle asked if Meyer was certain he could meet the requirements by the December 2017 deadline and wanted to know if Meyer had a plan and that he would like to see a plan. Meyer indicated that he did not have a plan.

Miller said when the committee was asked to grant extension in another case the committee granted the extension with the stipulation that the project had to be complete by the end of the extension or the loan had to be repaid.

McReynolds said considering everything she was ok to grant one extension.

It was moved by McReynolds, seconded by Stahle to approve an extension as presented until December 31, 2017 with the stipulation that the entire addition and garage be completed at the end of the extension or the loan had to be repaid. Motion carried unanimously.

Miller reviewed the items on the claims lists. It was moved by Caligiuri, seconded by Vande Ree to approve the May 2016 and June 2016 claims lists for payment. Motion carried unanimously.

Miller reviewed the accounting report with the committee and told the committee the city had received 6 months of payments from Ironwood Development toward their \$50,000 loan.

Miller asked the commission if they would be interested in having a special meeting regarding a request. The committee was in favor with Hahn wanting to know if the special meeting could be held at 8 a.m.

The meeting adjourned at 12:28 p.m.

Minutes by Marilyn Johannes

Minutes
Recreation Early Education Center Committee
Meeting
220 South Market Street
Wednesday, June 8, 2016

The meeting started at 3:00 p.m.

Committee attendees: Doug Yates, David Krutzfeldt, Tom Walling, Michael Schrock, Russ Reiter, Beth Danowsky, Tory Schrock, Mark Cartledge, and Linda Crookham-Hansen.

The group met to discuss the current status of work associated with the recreation center project.

The meeting adjourned at 4:30 p.m.

Minutes
Recreation Early Education Center Committee
Meeting
220 South Market Street
Thursday, June 23, 2016

The meeting started at 3:00 p.m.

Committee attendees: Doug Yates, David Krutzfeldt, Tom Walling, Michael Schrock, Russ Reiter, Beth Danowsky, Tory Schrock, Mark Cartledge, Amy Miller and Linda Crookham-Hansen.

The group met to discuss the current status of work associated with the recreation center project. Specifically the group reviewed establishing a tentative timeline of events for the various steps for the project.

The meeting adjourned at 4:45 p.m.

Minutes
Recreation Early Education Center Committee
Meeting
220 South Market Street
Thursday, July 14, 2016

The meeting started at 8:00 a.m.

Committee attendees: Doug Yates, David Krutzfeldt, Tom Walling, Michael Schrock, Russ Reiter, Beth Danowsky and Tory Schrock.

The group met to discuss the current status of work associated with the recreation center project. Specifically the group reviewed the recommended RFP for the Market Analysis and the project timeline.

The meeting adjourned at 8:50 a.m.

CITY OF OSKALOOSA
CIVIL SERVICE COMMISSION
JULY 25, 2016

The City of Oskaloosa Civil Service Commission met Monday, July 25, 2016 at 4:00 p.m. Andy Holmberg called the meeting to order with Jake Huyser and Ken Seemann present. Also present were Fire Chief Mark Neff, Police Chief Jake McGee, Police Lieutenant Gary McClun and City Clerk Amy Miller.

It was moved by Seemann, seconded by Huyser to approve the December 21, 2015 minutes. Motion carried unanimously.

It was moved by Huyser, seconded by Seemann to decertify the Firefighter list dated December 21, 2015. Motion carried unanimously

The Commission discussed the Firefighter testing process. It was moved by Huyser, seconded by Seemann to approve the application process for Firefighter as attached to the minutes. Motion carried unanimously.

It was moved by Holmberg, seconded by Huyser to decertify the Police Officer listed dated October 14, 2015. Motion carried unanimously.

The Commission discussed the Police Officer testing process. It was moved by Huyser, seconded Holmberg to approve the application process for Police Officer as attached to the minutes. Motion carried unanimously.

The meeting adjourned at 4:24 p.m.

Andy Holmberg, Chairman

ATTEST:

Amy Miller, City Clerk

Oskaloosa Fire Department Entrance Examination

Procedure Timeline

08-03-2016

Civil Service list posting to begin application period. Advertise on City of Oskaloosa Website, Firehouse.com, and mass emailing of list posting to fire departments

08-26-2016 17:00

Application period closes.

09-02-2016

Invitations to test letter mailed to candidates.

09-17-2016

09:00 Agility Test Time Cap: 10 minutes Pass/Fail
12:30 Written Exam Proctored by: (Mike Dursky?)
14:00-17:00

Scored Interviews (outside of area first). Panel to consist of Fire Chief, two Captains.

09-18-2016

Resume Scored Interviews. (If required)

09-19-2016

Candidates final score will consist of 50% of the written exam score and 50% of the interview score added together.

All candidates who participate the written exam and scored interview will be presented to the Civil Service Commission for consideration

09-22-2016

List of candidates to Civil Service Commission for certification.

Applicant process:

Advertising:	Des Moines Register	July 31, 2016
	Oskaloosa Herald	August 3, 4, 5, 2016
	City Website	July 29, 2016

Applications due: August 26, 2016 by 5 p.m.

Testing September 20 & 21, 2016

MMPI October 2016

Conditional Certification: October 2016

Background Check/Polygraph: October 2016

Physical: October 2016

Hire: November 2016

Ad

POLICE OFFICER
City of Oskaloosa
Information available online at
www.oskaloosaiowa.org

MINUTES
OSKALOOSA AIRPORT COMMISSION

July 5, 2016

Meeting of the Oskaloosa Airport Commission was called to order at 4:35 p.m. on Tuesday, July 5, 2016.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, Larry Lewis, James Johnson, Jerry Strunk [Midwest Aviation] and Brad Uitermarkt [Garden & Associates].
2. APPROVAL OF THE MINUTES: Moved by James Johnson and seconded by Larry Lewis to approve the minutes of the June 6, 2016 meeting. Motion carried.
3. FINANCIAL REPORT: Moved by Kraig Van Hulzen and seconded by Larry Lewis to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by James Johnson and seconded by Kraig Van Hulzen to pay bills totaling \$8,971.87. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a. Culvert slip-lining project: We have received the grant offer from the FAA for \$61,710.00. Larry Lewis moved to give Chairman Steve Brown the authority to execute the grant. James Johnson seconded. Motion carried.
 - b. Field tiling: Kraig Van Hulzen has sent a second email to Hol Drainage requesting the map and GPS coordinates. To date they have not been received
 - c. Removing non-directional beacon: Jerry Strunk talked to the person responsible for inspecting the AWOS and NDB, and she confirmed that our request to remove the NDB has been received by the FAA. To date the FAA has sent no response to our request.
 - d. Windows in maintenance hangar: This project is complete.
 - e. Weather Service International subscription: Jerry Strunk called to cancel our contract and was told that the contract is not cancelable. However, it does come up for renewal in February, 2017. It will renew automatically unless written notice of cancellation is received 60 days prior to the renewal date. It was agreed to send a written notice of our intent not to renew in November, 2016.
 - f. Weed control and landscaping: this project is complete.
7. NEW BUSINESS:

- a. Runway end identifier lights: The REIL system is becoming unreliable. The system is obsolete and Atwood Electric is having trouble finding parts. Atwood submitted a proposal for a new LED light system for \$24,324.00. No action was taken.
- b. Liability insurance renewal: The second anniversary of the current three year policy is July 11, 2016. The annual premium of \$4,000 was approved with this month's bills. No changes were deemed necessary.
- c. South door on maintenance hangar: The cable has broken on the door and it is inoperable. Jerry Strunk obtained a quote from Schweiss Doors for a 46 foot door for \$27,420.00. This did not include the cost of widening the current 40 foot opening. He has contacted Dan's Overhead Doors for an estimate to repair the old door, but has not received one yet. Jerry was instructed to get the repair estimate and a quote from Schweiss for a 40 foot door. Once received, a special meeting will be called to make a decision.
- d. Veeder-root system on fuel tanks: The system was not operating but has been repaired.
- e. Concrete on approach end of runway 13: There are two uneven places which create problems with snow removal. Jerry Strunk will see if mud jacking can bring the concrete back into alignment.
- f. Airport inspection: The meeting was adjourned temporarily so Commission members could do a walk around inspection of the airport premises.
- g. Furnace in office: The bearings in the blower motor are bad and the unit is making a lot of noise. A new motor will cost about \$600.00. Since the furnace is 23 years old, Jerry Strunk got a quote for a new furnace for \$2,400.00 from Roush Heating in Fremont. Jerry was asked to get another quote and a final decision will be made at the upcoming special meeting.
- h. August meeting date: Kraig Van Hulzen had a conflict for August 1st. The date of August 8th was acceptable to everyone.

8. ADJOURN: Kraig Van Hulzen moved to adjourn at 5:46 p.m. James Johnson seconded. Motion carried.

MWA@OOA

June 2016

Oskaloosa Municipal Airport Monthly Report

**Fuel Sales: 100LL(\$4.45)1073 gal.; Jet A (3.30)1125 gal.
Total fuel sales for June 2016=2198 gal X .05=\$109.90.
Plus telephone: \$15.28.
Total owed OOA=\$125.18.**

- **Shop work is staying steady.**
- **First Ag Sprayers arrived last week.**
- **All weeds have been sprayed. (Good job done by J.D. and the boys @ Allied and Doug and the boys @ Dejong Lawn & landscape.)**
- **Flight operations have picked up.**
- **Fuel sales are up.**
- **Enjoy this 4th of July and remember what it stands for!**

UP,UP AND AWAY@OOA

MINUTES
OSKALOOSA AIRPORT COMMISSION
Special Meeting July 14, 2016

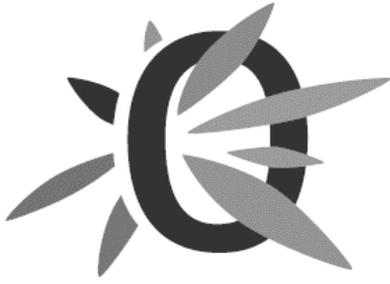
A special meeting of the Oskaloosa Airport Commission was called to order at 4:37 p.m. on Thursday, July 14, 2016 at the Oskaloosa Municipal Airport.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, James Johnson, Larry Lewis, and Jerry Strunk [Midwest Aviation]
2. OLD BUSINESS:
 - a. South door on maintenance hangar: Previously Jerry Strunk had obtained a quote from Schweis Doors for a 46 foot replacement door for \$27,420.00. He presented a quote from AKG Construction to widen the current 40 foot opening for \$7,500.00. This would make the total cost of a new 46 foot door \$34,920.00. Jerry also presented a quote from Schweis Doors for a new 40 foot door for \$22,921.00. Finally, Jerry presented a quote from Dan's Doors to repair the existing door – including a new cable, a new door seal, and new stand offs – for \$5,250.00. The quote also stated that a new motor could be included for about \$6,500.00 but it was not clear if this would be the total cost or would be in addition to the \$5,250.00. Kraig Van Hulzen moved to have Dan's Doors repair the door including a new motor for a cost not to exceed \$7,000.00. If a new motor cannot be included for this amount, then they should repair the door per their quote of \$5,250.00. Larry Lewis seconded. Motion carried.
 - b. Concrete on approach end of runway 13: Jerry Strunk presented a quote from Spray Foam Guys of Drakesville, IA for \$2,623.45 to jack up and level the concrete using a foam product. Jerry noted that the concrete in front of the corporate hangar also needed to be jacked up, but he did not have Spray Foam Guys quote on this. After discussing the probable cost of the additional work, James Johnson moved that Spray Foam Guys be hired to jack up the concrete on runway 13 and in front of the corporate hangar for a cost not to exceed \$5,000.00. Kraig Van Hulzen seconded. Motion carried.

c. Furnace in office: Jerry Strunk presented two additional quotes for a new furnace. One was from Johnson Heating for \$3,000.00 and the other from Brown Heating for \$3,100.00. We previously had a quote from Roush Heating for \$2,400.00. All three quotes were for 100,000 BTU furnaces that are 95% efficient. Larry Lewis moved to accept the Roush quote. Kraig Van Hulzen seconded. Motion carried.

3. NEW BUSINESS: None

4. Adjourn: Larry Lewis moved to adjourn at 5:16 p.m. Kraig Van Hulzen seconded. Motion carried.



City Council Communication

Meeting Date: August 1, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

Consider payment of claims for July 2016.

Explanation:

A list of claims for July is included in your agenda packet. An additional list will be distributed at the council meeting. Also included in the packet is a detailed list of most claims over \$500.

Staff recommends approval.

Budget Consideration:

Totals will appear on the claims lists.

Attachments:

Claims lists



COUNCIL CLAIMS LIST

Access Systems	IT support - July	2,257.88
Acco	Chlorine - Edmundson Pool	1,520.80
	Supplies	138.56
Agriland FS Inc.	Sodium bicarbonate	132.50
	Sodium bicarbonate	132.50
Allied Gas & Chemical	Chemicals - Parks	100.00
	Chemicals - Parks	110.00
Anesthesia of Iowa, PLC	Professional services	350.00
Aramark Uniform & Career Apparel, LLC	Rubber mats	111.99
Area 15 Regional Planning Commission	Annual membership	5,158.35
Arnold Motor Supply	Oil dry	23.43
	Supplies	10.78
	Supplies	24.87
ASP	Baton kit	60.00
Binns & Stevens	Calcium chloride	142.00
Carpenter Uniform Co	Uniforms	48.51
	Uniforms	99.00
	Uniforms	30.98
Central Pump & Motor LLC	Lift station catch basket assembly	1,742.65
Certified Pest Control	Pest control	30.00
	Pest control	30.00
Champion Storage and Signs	No Parking signs	225.00
	City logo decals	85.00
City of Pella	Airport expense	5,329.30
City of University Park	Professional services - Burlington Rd project	285.24
Custom Impressions Inc	Name plate	15.50
De Ruiter Lawn Equipment	Supplies	70.95
	Repair chain saw	42.49
	Chain saw - Public Works	306.42
DeBruin Trenching Inc	Sanitary sewer repair - Fire Department	1,500.00
Employee & Family Resources	Annual services	1,064.00
Fastenal Company	Tools	223.31
Forterra Building Products Inc	Storm sewer pipe - Rock Island project	1,078.00
Fox Engineering Associates Inc	Professional services - Waste Water Facility study	3,450.00
G & S Concrete and Construction LLC	Curb/gutter repair - Hy Vee Parking Lot project	1,890.00
Genskow Distributing Inc.	Pool concessions	60.24
Haines Auto Supply	Supplies	21.28
	Brake hose	18.90
	Hose assembly	215.07
	Supplies	9.65
Hawkins Inc	Chemicals - Waste Water	168.50
Heslinga, Dixon, Moore & Hite	Legal services	40.00
HR Green Inc	Professional services - Brownfields Grant	1,387.75
	Professional services - Brownfields Grant	7,930.44

Hy Vee Accounts Receivable	Extractor rental	49.99
	Pool concessions	28.96
	Deposit refund	-10.00
Ideal Ready Mix	Sprayer	138.60
	Saw blade	128.00
	Ready mix - North 3rd St	1,560.39
	Ready mix - North 3rd St	2,354.25
Iowa Crime Prevention Association	Membership dues - Alexander	50.00
Iowa Law Enforcement Academy	Training - Blanchard	360.00
J.W. Pepper & Son Inc.	City band music	87.99
John Deere Financial	Supplies	39.18
	Tools	15.99
	Supplies	73.42
	Hose	92.97
	Chain saw - Fire Dept	609.02
	Supplies	8.76
Johnson's Heating A.C. & Refrig Inc	Sampler unit repair	150.00
Kelly Supply Company	Supplies	92.39
	Ballast	13.59
	Parts for repair	285.60
	Supplies	113.34
	Supplies	15.22
	Supplies	50.26
Lappin Tire Inc	Oil change	35.00
	Brake repair	345.27
	Tire repair	23.52
MacQueen Equipment Inc	Supplies	58.28
	Parts for repair	389.59
Mahaska Bottling	Pool concessions	208.30
	Can bags - Parks Dept	80.00
	Ice machine rental	85.00
Mahaska Co Highway Dept	Fuel	31.04
	Fuel	887.39
	Fuel	199.73
	Fuel	82.76
	Fuel	1,149.61
	Fuel	1,932.07
Mahaska Communication Group, LLC	Telephone services	78.74
	Telephone services	1,223.43
	Telephone services	42.93
	Telephone services	214.51
	Telephone services	107.90
	Telephone services	70.00
Mahaska Drug	Medications	9.50
Mahaska Health Partnership	Professional services	23.00
Malcom Lumber Window & Door Center	Supplies	27.99
Mc Kim Tractor Service	Parts for repair	485.71
Midwest Breathing Air LLC	Quarterly testing - Fire Dept	118.80
Midwest Safety Counselors Inc	Instrument calibration - Waste Water	190.00
Midwest Sanitation Service	Waste removal - City Hall	65.00

Midwest Wheel Companies	Mud flaps	40.12
	Parts for repair	152.48
	Light bar	454.09
	Running boards	475.31
Mike Slycord	Trash barrels - Parks Dept	310.00
Municipal Supply Inc	Marking flags	11.00
Musco Sports Lighting, LLC	Decals - Fire Dept	15.00
Norris Asphalt Paving Inc	Hot asphalt mix	805.86
Northern Safety Co. Inc.	Safety supplies	143.79
Oskaloosa Engineering & Mfg	Machine manhole cover	170.00
Oskaloosa Herald/Shopper	Publications	696.82
Oskaloosa Water Dept	Fax location services	63.90
	June credit card fees	262.80
	Supplies	57.98
Pella Engraving Company	Plaques - Edmundson Park drinking fountains	799.17
Philip L. Ascherman PH.D.	Professional services	200.00
Quill Corporation	Office supplies	188.28
	Office supplies	27.80
Rohrbach Associates PC Architects	Professional services - Fire Station project	1,425.50
Schumacher Elevator Company	Scheduled maintenance	204.99
	Scheduled maintenance	204.99
Sioux Sales Company	Police collection kits	185.75
Stams Greenhouse	Top soil - Parks Dept	99.75
State Hygienic Laboratory	Testing - pool	12.50
SupplyWorks	Supplies	83.42
Terracon Consultants, Inc	Professional services - Fire Station project	2,273.62
The Office Center Inc.	Office supplies	50.98
Town and Country Wholesale	Pool concessions	383.18
	Pool concessions	518.30
	Returned item	-7.32
	Pool concessions	481.82
True Value Hardware	Supplies	31.28
	Supplies	12.69
	Supplies	19.99
	Supplies	39.27
	Supplies	6.49
	Supplies	26.99
Turfwerks	Supplies	189.82
U.S. Cellular	Telephone services	27.04
UnityPoint Clinic-Occupational Medicine	Professional services	37.00
UPS	Shipping charges	295.30
Van Wall Equipment	Sprayer - Parks Dept	1,225.00
Walmart Community/GEGRB	Supplies	16.51
	Pool concessions	43.16
	Pool supplies	15.92
	Program supplies - pool	5.88
	Pool concessions	54.58
	Supplies	34.33
	Office supplies	149.25
	Supplies	7.97

	Pool concessions	153.22
	Pool concessions	73.74
	Pool concessions	76.36
Zep Sales and Service	Cleansers	394.50
		<hr/>
		65,873.00



MANUAL CHECK REPORT

Akhilesh Pal	Reimburse mileage expense	46.80
Amazon	Library materials/supplies	1,899.83
C. L. Carroll	Payment #5 - Waste Water digester repair	18,997.45
Carriker Ford	Ford F150 truck - Engineering	25,098.00
DDVI Inc	Payment #2 - Fire Station construction	89,270.28
Delta Dental of Iowa	Dental insurance	604.00
Edward D Jones	Savings Edward Jones	200.00
Edward D Jones	Savings Edward Jones	200.00
Fidelity Security Life Insurance Company	Vision insurance	191.73
Forest Cemetery Association	City contribution	50,000.00
Friends of Iowa Civil Rights Inc	Conference registration - Police Dept	207.00
I.U.P.A.T. District Council 81	Union dues	165.92
Joshua Starkey	Reimburse meal expense	73.24
Madison National Life	July health insurance premium	414.42
Mahaska County Recorder	Record 28E agreement - Forest Cemetery	17.00
Mahaska County Recorder	April - June recorder fees	169.00
Michael Calzaretta	Reimburse cleaning expense	29.99
Nathan Willey	Reimburse meal expense	9.98
Oskaloosa Community Schools	July local option sales tax	88,894.66
PPME 2003 IBPAT	Police union dues	429.01
Teresa Latcham & TJA Construction	Demolition II loan - 320 North 5th St	4,000.00
United States Treasury	Patient care outcome fee	336.96
United Way	United Way	30.00
Visa Card Center	Library supplies	449.88
		281,735.15

July Payroll 292,029.94

Alexander, Craig	Cell phone reimbursement	20.00
Boston, Troy	Cell phone reimbursement	20.00
Calzaretta, Michael	Cell phone reimbursement	20.00
McGee, John	Cell phone reimbursement	20.00
Neff, Mark	Cell phone reimbursement	20.00
Pal, Akhilesh	Cell phone reimbursement	20.00
Russell, Wyatt	Cell phone reimbursement	20.00
Schrock Jr, Michael	Cell phone reimbursement	20.00
Vroegh, Gary	Cell phone reimbursement	20.00
Vroegh, Grant	Cell phone reimbursement	20.00
Willey, Nathan	Cell phone reimbursement	20.00

MOST CLAIMS OVER \$500.00

Department	Supplier/Vendor	Amount	Explanation
City Hall	Access Systems	\$2,257.88	Monthly IT contract fee.
Public Works- Engineer	G&S Concrete & Construction LLC	\$1,890.00	Replace curb and gutter around the city parking lots at the mall
Public Works- Engineer	Fox Engineering	\$3,450.00	Professional Services for WW treatment facility study for the period of 5/29/2016-6/25/2016 EPA Brownfield assessment Petroleum and Hazard Substances assessment grant.
Public Works- Engineer	HR Green	\$9,318.19	Professional services through June 17, 2016.
Public Works- Streets	Ideal Ready Mix	\$1,560.39	14.25 cubic yards of concrete for road repair on North 3rd Street near the High School
Public Works- Streets	Norris Asphalt Paving Company	\$805.86	10.89 tons of hot asphalt patch for road repair
Fire	Rohrbach & Associates	\$1,425.50	Fire Station construction administration
Fire	DeBruin Trenching	\$1,500.00	Sanitary Sewr installation in existing fire station
Fire	John Deere Financial	\$609.02	New chain saw, new bar, 3 new chains
Fire	Terracon	\$2,273.62	Concrete testing
Fire	Mahaska Communications Group	\$3,680.00	Relocate and run new fiber optic cable for fire station addition & renovation
Parks Department	Acco	\$1,520.80	Chemicals for Edmundson swimming pool.
City Council	Area 15 Regional Planning Commission	\$5,158.35	Annual membership dues.
Parks Department	Town and Country Wholesale	\$518.30	Pool concessions.
Parks Department	Van Wall Equipment	\$1,225.00	Sprayer.
Wastewater Department	Central Pump & Motor LLC	\$1,742.65	Lift station catch basket assembly.
Wastewater Department	Forterra Building Products Inc.	\$1,078.00	Storm sewer pipe for Rock Island project.
Wastewater Department	Fox Engineering	\$3,450.00	Professional Services for WW treatment facility study.
Administration	Employee & Family Resources	\$1,064.00	Annual fee for Employee Assistance Program.
Airport (Regional)	City of Pella	\$5,329.30	City portion of South Central Regional Airport expenses.
Public Works - Streets	Norris Asphalt Paving Company	\$2,354.25	21.5 cubic yards of concrete for road repair on North 3rd Street near the high school.



City Council Communication

Meeting Date: August 1, 2016

Requested By: Fire Department

Item Title: CONSENT AGENDA

Consider a resolution approving a 28E agreement between the city and Lake Prairie Township for mutual aid fire and emergency services.

Explanation:

During a discussion between the Oskaloosa Fire Chief and the Pella/Lake Prairie Township Fire Chief it was discovered that a 28E agreement for mutual fire and emergency services response is in place with the Pella Fire Department but no 28E Agreement with Lake Prairie Township Fire Department has ever been recorded. In the past the Oskaloosa Fire Department has aided and been aided by the Lake Prairie Township Fire Department. The passage of the resolution entering into a 28E Agreement with Lake Prairie Township Fire Department will not change either departments operations. It will simply formalize what is already occurring in regards to mutual aid response for fire and emergency services.

Action associated with this item is to approve the 28E Agreement as attached hereto.

Budget Consideration:

None

Attachments:

28E Agreement
Resolution

Prepared by: David D. Dixon, 118 N. Market, Oskaloosa, IA 52577 641-673-9481
Return: David D. Dixon, 118 N. Market, Oskaloosa, IA 52577 641-673-9481

AGREEMENT FOR MUTUAL AID FIRE AND EMERGENCY SERVICES RESPONSE IN AND SURROUNDING MAHASKA COUNTY IOWA

THIS AGREEMENT is made and entered into pursuant to Chapter 28E of the Code of Iowa on this _____ day of _____, 2016, by and between the Oskaloosa Fire Department and the Lake Prairie Township Fire Department of Marion County Iowa.

NOW WHEREAS, a stated purpose of these cities, departments and agencies is to provide fire protection, fire prevention and other emergency services; and

NOW WHEREAS, occasions may arise whereby fire, or other emergencies would exhaust the available firefighting, water and other emergency equipment maintained by one of the parties herein; and

NOW WHEREAS, in such a situation the availability of additional firefighting and emergency service personnel and equipment from outside sources may required; and

NOW WHEREAS, Chapter 28E Code of Iowa, provides that powers, privileges or authority excised by a public agency of this state may be exercised jointly with any other public agency of this state having such powers, privilege and authority; and

NOW WHEREAS, the parties hereto are desirous of entering into a 28E agreement to render fire and emergency assistance upon a reciprocal basis.

NOW WHEREFORE, THE PARTIES HERETO mutually agrees to give fire and emergency assistance when needed on a reciprocal basis under the following terms and conditions:

Section 1. Authority to Respond to Provide Assistance

The power to make a request for assistance or to provide aid under this agreement shall reside in the member department fire chief or his official designee only. For the purposes of this agreement, the “requesting department” shall mean the fire chief or designee sending assistance. Any member department shall have the right to request assistance from any other member department or departments, subject to the terms and conditions of this agreement. For the purpose of this agreement, the terms “member department” and “member” shall mean the fire department of the respective parties hereto.

Section 2. Situation Where Assistance is Requested

A member department may request assistance from another member department only when the requesting department has concluded that such assistance is essential to protect life and/of property at a location afforded fire protection service by the requesting department.

Section 3. Response to Request

Upon request, a responding department, upon determination that an emergency situation exists and subject to the availability of personnel and equipment, shall dispatch personnel and equipment to aid the requesting department.

Section 4. Personnel and Equipment Provided

The requesting department shall include in its request for assistance the amount and type of equipment and number of personnel required and shall specify the location where the personnel and equipment are needed. The final decision on the number and amount and type of equipment to be sent shall be solely that of the responding department. The responding party shall be absolved from liability in connection with all acts associated herewith provided that the final decision made with reasonable diligence.

No member department shall make any claim whatsoever against another member department for refusal to send the requested equipment or personnel where such refusal is based on, the judgment of the responding department that such personnel and equipment are needed to protect the district of the responding department.

Section 5. Command at Fire Scene.

The responding department personnel and equipment shall report to the incident command officer of the requesting department who shall be in charge at the fire or emergency scene. The incident command officer shall have the power to issue reasonable orders and directives, responding officer will then act on said orders. The responding department personnel and equipment shall be released by the requesting department when the services of the responding department are no longer required or when the responding department personnel and equipment are needed in their home districts. Responding department personnel and equipment may withdraw from the requested district upon giving notice to the incident command officer at the fire location that they are needed in their home district.

It is understood that the purpose of this section is to maintain order at the fire scene and shall not be construed to establish an employer/employee relationship.

Section 6. No Reimbursement for Costs

No member department shall be required to reimburse any other member department for the cost of providing the service set forth in this agreement. Each member department shall pay its own cost (salaries, repairs, materials, compensation, etc.) For responding to the request of other member departments. However, the requesting department may provide without charge, such additional fuel as may be required by the responding department to carry on the combined firefighting or other emergency efforts after its initial fuel supply is depleted, plus sufficient fuel to fill their fuel tanks before they return to their home district. Further the requesting department may reimburse the responding department(s) for the cost of special materials, such as but not limited to, foam or other special materials, specifically requested by the requesting department and which are provided by the responding department and utilized at the site of assistance.

Section 7. Liability

Employees of any member department acting pursuant to this agreement shall be considered as acting under the lawful orders and instructions pertaining to their employment with their member department. Under no circumstances are they to be considered employees of any other jurisdiction, but rather shall be considered to be employees of their member department.

Each party hereto shall bear the liability and/or cost of damage to its member department's equipment and the death of or injury to its member department personnel whether the death, injury or damage occurs at a fire or other emergency in the member's own protection area, or in a protection area where the personnel is working as a member of the responding department. Each party shall provide appropriate and reasonable insurance for its member department's personnel who may suffer injury, disability, or death and/or are involved in loss or damage to private property and/or death of or injury to private individuals in the performance of official duties while assisting another member department under the terms of this agreement and shall supply proof of such reasonable insurance to the other parties hereto by providing a certificate thereof. Each party hereto shall be responsible for defending against claims made against it or its member department or personnel and arising from its participation in this agreement.

The parties hereto shall not be obligated by this agreement to defend against claims made against other parties hereto, or against the member departments of personnel of said parties.

Section 8. Contracts for Fire and Emergency Services

The cities, townships, corporation or agencies which are parties hereto and which have agreements with other agencies to provide fire and emergency response agree to maintain such agreements in force and to provide copies of same to the other parties hereto by attaching copies of such existing agreements to this agreement thereby incorporating.

Them and making them part of this agreement, and by promptly notifying in writing the other parties of any amendment, renewal, or termination of such agreements including the changing of fire districts lines. In the event such agreement lapses, there shall be no further obligation by the other parties hereto to respond to a request for assistance within the fire protection area covered by such lapsed agreement.

Section 9. Terms and Agreement

This agreement shall be in full force and effect upon execution by all parties hereto and the filing and recording thereof as provided in Section 12. The agreement shall have a term of three (3) years from the date of execution and thereafter shall continue in effect from year to year. The agreement may be amended by agreement of all parties. Any party may withdraw from the agreement by giving thirty (30) days written notice to each of the other parties hereto by certified mail in which case said notifying party shall be deleted from further operation of the agreement.

Section 10. Administration of Agreement

The agreement shall be administered by the agreeing parties who shall periodically review said agreement and resolve any problems, which may arise in carrying out said agreement.

Section 11. Notices

Any written notice as required in this agreement shall be sent to the address of the respective parties as shown on the execution portion of this agreement.

Section 12. Prior Fire Mutual Aid Agreements

This agreement supersedes any and all prior fire and emergency response mutual aid agreements between and among the parties or their respective member departments.

Upon execution by all parties hereto, this agreement shall be filed with the Secretary of State and recorded with the Mahaska County Recorder.

IN WITNESS WHEREOF the parties have affixed their signatures on the date above written.

OSKALOOSA FIRE DEPARTMENT

By: _____

Title: _____

220 South Market

Oskaloosa, IA 52577

LAKE PRAIRIE TOWNSHIP FIRE DEPARTMENT

By: _____

Title: _____

RESOLUTION NO. _____

A RESOLUTION APPROVING THE ENTRY INTO A 28E AGREEMENT BETWEEN THE CITY OF OSKALOOSA IOWA AND LAKE PRAIRIE TOWNSHIP FIRE DEPARTMENT FOR MUTUAL AID FIRE AND EMERGENCY SERVICES RESPONSE IN AND SURROUNDING MAHASKA COUNTY.

WHEREAS the City of Oskaloosa Iowa Fire Department and the Lake Prairie Township Fire Department have provided reciprocating fire and emergency service equipment and labor from time to time there has never been a formal 28E agreement established between the two entities;

AND WHEREAS the parties have negotiated the said 28E Agreement to clarify the rights and obligations of the parties;

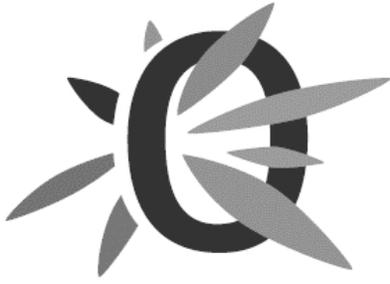
AND WHEREAS the form of the new 28E Agreement and execution thereof require approval by the Oskaloosa City Council.

NOW THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa Iowa that the City enter into a new 28E Agreement with Lake Prairie Township Fire Department for mutual aid fire and emergency services response in and surrounding Mahaska County.

PASSED AND APPROVED this _____ day of _____ 2016.

David Krutzfeldt, Mayor

Attest: _____
Amy Miller, City Clerk



City Council Communication

Meeting Date: August 1, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

Consider a resolution scheduling a public hearing for September 6, 2016 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the city of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.

Explanation:

This resolution schedules the public hearing for September 6, 2016 for levying a special assessment against private property for weed cutting. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owners.

Budget Consideration:

\$3,150 Revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the city.

Attachments:

Resolution
Weed Cutting Assessment Exhibit "A"

RESOLUTION NO. _____

**RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING
A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY IN
ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, AND
DIRECTING NOTICE TO THE OWNER OF THE PROPERTY TO BE ASSESSED**

WHEREAS, the City of Oskaloosa, Iowa, under authority of the Ordinance of control of weeds (Title 8, Chapter 8.20) has on certain properties within the City of Oskaloosa, Iowa, cut and/or removed brush, weeds, and rubbish after failure of the owners, agents, and occupants to do so; and

WHEREAS, the City of Oskaloosa, Iowa, desires to levy a special assessment against the properties concerned for said cutting and/or removal of brush, weeds, and rubbish by the City; and

WHEREAS, Section 8.20.060 of the City Code of the City of Oskaloosa, Iowa provides that notice of said assessment contemplated in said Section shall be given no later than December 15 of the year and at least twenty (20) days prior to the time thus fixed for said hearing and to all concerned that the proposed assessment is on file and that the amounts shown therein will be assessed the several lots, tracts of land or parcels of ground described in said itemized account at the time fixed for such hearing; and

WHEREAS, attached hereto marked Exhibit "A" and by this reference incorporated herein are the names of the owners, the properties, and the amounts of the claims to be assessed for the cutting and control of weeds, and removal of brush, weeds, and rubbish from said properties; and

NOW, THEREFORE, BE IT RESOLVED BY THE City Council of the City of Oskaloosa, Iowa, as follows:

SECTION 1. That the City Council of the City of Oskaloosa, Iowa shall meet at City Hall Council Chambers in Oskaloosa, Iowa on the 6th day of September, 2016 at 6:00 p.m. at which time a hearing shall be held on the matter of levying a special assessment against the properties listed in Exhibit "A" for weed cutting assessment by the City of Oskaloosa, Iowa, at which hearing the owner of said premises or anyone liable to pay such assessment may appear with the same rights as given by law before Boards of Review, in reference to assessments for general taxation, and at said time and place the Council shall consider and dispose of all objections made thereto; after which hearing the City Council shall by Resolution levy such assessment as may be appropriate against said properties.

SECTION 2. That the City Clerk of the City is hereby directed to give notice of said hearing, the time when and place where said hearing will be held by publication in the Oskaloosa Herald, a newspaper published and having a general circulation within the City, no later than December 15, and at least twenty (20) days prior to the time herein fixed for such hearing; or by other means provided under said Weed Control Ordinance.

SECTION 3. That officials of the City are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

PASSED AND APPROVED this 1st day of August, 2016.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

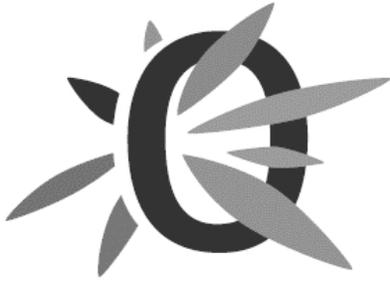
EXHIBIT "A"
2016 WEED CUTTING ASSESSMENTS
May 2016

OWNER	OFFENSE	ADDRESS/LEGAL	DATE MOWED	LABOR	COST
Colleen Ann Sherwood/Ada Mae Fisher Parcel ID 1013332001	1st	816 D Ave W N 1/2 Lots 3 & 4 Blk 3 Whites Add	5/16/2016	1 hour	\$ 250.00
Timothy John McManus Parcel ID 1013333010	1st	703 C Ave W Lot 8 Blk 2 Whites Add	5/16/2016	1 hour	\$ 250.00
Jose Ariel M/Maria Elena S Gonzalez Parcel ID 1118156001	1st	439 N 4th St Lot 47 Ninde & Searles Add	5/16/2016	1 hour	\$ 250.00
Heather R Hull Parcel ID 1118301001	1st	425 N 4th St N 50' Lot 1 Blk 4 Streets Add	5/17/2016	1 hour	\$ 250.00
Pauline L Arballo/Mary Wims Parcel ID 1118353003	1st	710 A Ave E Lot B Smith Blk	5/19/2016	1 hour	\$ 250.00
Galen D Veldhuizen Parcel ID 1013439006	1st	211 N 3rd St S 1/2 Lots 1 & 2 Blk 2 O P	5/24/2016	1 hour	\$ 250.00
C & N W Railway Co Parcel ID 1013501005	1st	No address (G Ave W) O L 8 & 9 Myers Mod Add	5/24/2016	3 hours	\$ 350.00
Margaret E Silvers Parcel ID 1013331006	1st	402 North I St Lot 5 Blk 4 Whites Add	5/25/2016	1 hour	\$ 250.00
Rilla Bartlow Parcel ID 1024218014	1st	805 South B St Lot 49 Crookhams SD of Lots 1 & A SW NE	5/27/2016	1 hour	\$ 250.00
Baltimore Investment Properties Inc. Parcel ID 1024209003	1st	510 South B St N 35' Lot 5 & Lot 6 Blk 11 Montgomerys Add	5/27/2016	1 hour	\$ 250.00
Secretary of Housing and Urban Development Parcel ID 1024152001	1st	806 South M St Lots 37 38 & PT 39 & 40 N & W Old O & B RR Row Harris SD Lot 78 Ninde Williams & Co Add	6/1/2016	2 hours	\$ 300.00
Stephanie E Hampton Parcel ID 1013280008	1st	439 N 1st St S 1/2 Lot 12 & Lot 13 Blk 5 Mulhallens Add	6/1/2016	1 hour	\$ 250.00

Weed removal on private property:

Minimum of one hour charged. After first hour, fee shall be charged by the quarter hour.

1 st cleanup	\$200.00 fee + \$50.00 per hr.
2 nd cleanup	\$250.00 fee + \$50.00 per hr.
3 rd cleanup	\$300.00 fee + \$50.00 per hr.
4 th cleanup	\$350.00 fee + \$50.00 per hr.
5 th cleanup	\$400.00 fee + \$50.00 per hr.
6 th cleanup	\$450.00 fee + \$50.00 per hr.



City Council Communication

Meeting Date: August 1, 2016

Requested By: Public Works Department

Item Title: CONSENT AGENDA

Consider a resolution transferring ownership of a 1991 Ford single axle dump truck owned by the City of Oskaloosa Public Works Department to the Oskaloosa Water Department for a cost of \$2,000.

Explanation:

The City of Oskaloosa wishes to transfer ownership of a 1991 Ford single axle dump truck owned by the Oskaloosa Public Works Department to the Oskaloosa Water Department for a cost of \$2,000; and after receiving a replacement new truck. The subject truck was used to haul material, remove snow, and perform street repair and maintenance related work. Upon Council approval, the Public Works Department has acquired a new truck in fiscal year 2016-2017. The dealer selling the new truck has offered a trade-in value of \$2,000 for the 1991 Ford truck. The 1991 Ford dump truck has exceeded its useful life and no longer serves the needs of the Public Works Department. The Oskaloosa Water Department will be responsible for maintenance of the 1991 Ford truck.

Recommended Action:

Staff recommends that the City Council approve the resolution to transfer ownership of a 1991 Ford single axle dump truck owned by the City of Oskaloosa Public Works Department to the Oskaloosa Water Department for a cost of \$2,000.

Budget Consideration:

Remuneration of \$2,000 from Oskaloosa Water Department.

Attachments:

Resolution and Certificate of Title.

RESOLUTION NO. _____

RESOLUTION TRANSFERRING OWNERSHIP OF EQUIPMENT OWNED BY THE CITY OF OSKALOOSA
TO THE OSKALOOSA WATER DEPARTMENT FOR A COST OF \$2,000.

WHEREAS, the City of Oskaloosa is the present owner of one (1) 1991 Ford Single Axle Dump Truck, as represented by the Certificate of Title thereto, a true and accurate copy of which is attached hereto; and

WHEREAS, the subject equipment, owned by City of Oskaloosa, has exceeded its useful life and no longer serves the needs of the City of Oskaloosa, and

WHEREAS, it is the desire of the City Council of Oskaloosa to declare the subject equipment and property as surplus, and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa, that:

1. The subject equipment, 1991 Ford Truck, is no longer needed for municipal purposes within the City of Oskaloosa.
2. The City of Oskaloosa hereby sells to the Oskaloosa Water Department one (1) 1991 Ford Single Axle Dump Truck, the same being described in the attached Certificate of Title, in the amount of \$2,000.00.

PASSED AND APPROVED the _____ day of _____ 2016.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

STATE OF IOWA

TITLE NO.

CERTIFICATE OF TITLE TO A VEHICLE

DESIGNATION

OF-W037723 CO OFFICIAL VALID/YR. *Street*
VIN 1FDPK84A5MVA05144 ISSUE DATE 12-27-90 PLATE NO./YR. 75290
TYPE K YR. 91 MAKE FORD SERIES MODEL K84 STYLE TK
CYL 06 COLOR WHI FUEL D SQ. FT. WT. RM
LP. GWR 28300 CODE 3 SR 10-90 TITLE PEN.
ODOMETER 60 ACTUAL FEE
MVC1 426005086 5 MVC2 USE TAX UT10
OWNER 1 CITY OF OSKALOOSA FEE .00
OWNER 2 OTHER FEES OR PEN .00
ADDRESS PO BOX 1010 TOTAL .00
CITY, ST. OSKALOOSA IA 52577

PREV. OWNER CARRIKER FORD
ADDRESS HWY 63 SOUTH
CITY, ST. OSKALOOSA IA 52577
PREV. REG. MSO YR. 90

1ST SECURITY INTEREST If There Are No Security Interests "X" Here

DATE NO.
HELD BY
ADDRESS
CO. TREAS. BY DEPUTY

CANCELLATION OF 1ST SECURITY INTEREST
DATE NO. DATE
HOLDER CO. TREAS.
BY BY

2ND SECURITY INTEREST
DATE NO.
HELD BY
ADDRESS
CO. TREAS. BY DEPUTY

CANCELLATION OF 2ND SECURITY INTEREST
DATE NO. DATE
HOLDER CO. TREAS.
BY BY

WITNESS MY HAND AND OFFICIAL SEAL
01 00008
OFFICIAL BY *Rennie Eldert* DEPUTY
Co. Treas. DEPUTY

DOC. FEE \$10.00

AA1095012

X
Signature Of Owner - Spell Same As Title Issued

Form 411100 12-89 H-3560

VOID IF ALTERED



City Council Communication

Meeting Date: August 1, 2016

Requested By: Public Works Department

Item Title: CONSENT AGENDA

Consider an ordinance amending the Oskaloosa Municipal Code, Chapter 12.08, by adding Section 12.08.110 relating to requirements for temporary closure of streets for special events. – 3rd Reading.

Explanation:

Presently, temporary closure of streets for special events requires city council approval. Staff is requesting an amendment to the Oskaloosa Municipal Code granting authority to the City Manager or his or her designee to close public streets for short temporary periods, not exceeding twenty-four hours, for special events, without the necessity of obtaining formal City Council approval.

Recommended Action:

Staff recommends approval of the 3rd and final reading of this item as presented.

Budget Consideration:

Minimal charges related to amendments made to the Oskaloosa Municipal Code.

Attachments:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 12, CHAPTER 12.08, OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA TO ADD A NEW SECTION 12.08.110 – “TEMPORARY CLOSURE OF STREETS FOR SPECIAL EVENTS.”

BE IT ENACTED by the City Council of the City of Oskaloosa, Iowa that Chapter 12 of the Oskaloosa City Code be, hereby amended, by adding thereto the following new code section:

12.08.110 Temporary Closure of Streets for Special Events

The Oskaloosa City Manager or his or her designee shall in his or her discretion have the authority to allow and permit the temporary closure of Streets for special civic events for a period not to exceed twenty-four hours. Any such temporary closure shall be made with such conditions as the City Manager or his or her designee deems necessary or appropriate to accommodate the rights of adjacent property owners and minimize any adverse impact from the temporary closure.

WHEN EFFECTIVE. This amendment to the ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the _____ day of _____ 2016, and approved this _____ day of _____ 2016.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2016.

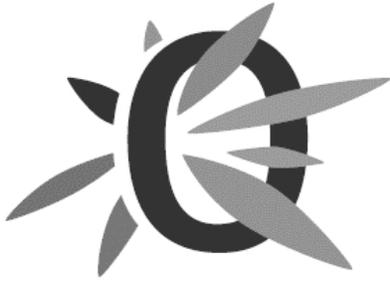
Signed



City Council Communication
Meeting Date: August 1, 2016
Requested By: Mayor & City Council

Item Title: ANNOUNCEMENT OF VACANCIES. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC SPECIFICATIONS ARE STATED.

- a) Airport Commission – One vacancy to fill upon appointment for an unexpired term that ends December 31, 2021. This is a five member board that typically meets the first Monday of the month. (4 males and 0 females currently serve with 1 vacancy).
- b) Historic Preservation Commission - Three vacancies: one vacancy to fill upon appointment for a term that ends December 31, 2018; and two vacancies for alternate members. This is a seven member board with two alternate members that meets as needed. [4 males and 2 females currently serve with 3 vacancies; two for alternate members.
- c) Municipal Housing Agency – One vacancy to fill upon appointment for an unexpired term that ends February 28, 2017. This is a five member board that meets quarterly. (2 males and 2 females currently serve with 1 vacancy).
- d) Housing Trust Fund Committee – One vacancy to fill upon appointment for an unexpired term that ends January 31, 2017. Five at-large members serve on the committee that meets every other month. (2 males and 2 females currently serve at-large with 1 vacancy).
- e) Planning and Zoning Commission – One vacancy to fill upon appointment for an unexpired term that ends April 30, 2020. This is a seven member board that typically meets the second Tuesday of the month. (4 males and 2 females currently serve.)



City Council Communication
Meeting Date: August 1, 2016

Item Title: REGULAR AGENDA

Explanation:

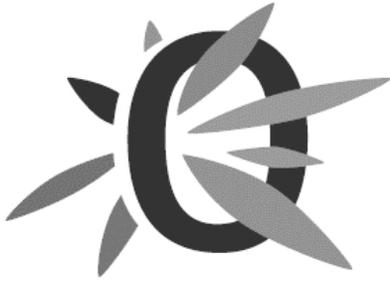
The following agenda items require specific action by the City Council.

Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication
Meeting Date: August 1, 2016
Requested By: City Manager's Office

Item Title:

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

Explanation:

A representative from the Mahaska Community Recreation Foundation, will attend the city council meeting to report on Mahaska Community Recreation Foundation quarterly activities. The quarterly progress report is included in your agenda packet.

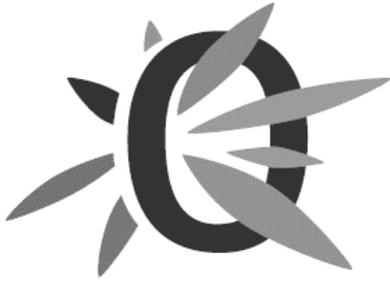
Receive report.

Budget Consideration:

None.

Attachments:

None.



City Council Communication
Meeting Date: August 1, 2016
Requested By: Council Appointed Staff

Item Title: Report on Items from City Staff

- a) City Manager.
- b) City Clerk.
- c) City Attorney.

Explanation:

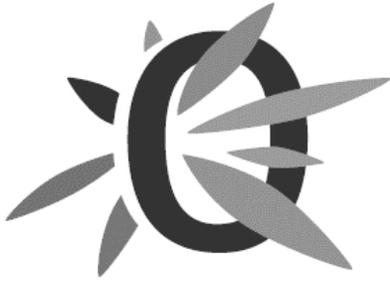
This item is reserved to receive reports from the City Manager, City Clerk, and/or the City Attorney.

Budget Consideration:

Not applicable, report(s) only.

Attachments:

None



City Council Communication
Meeting Date: August 1, 2016
Requested By: Mayor & City Council

ITEM TITLE: QUARTERLY CITY COUNCIL INFORMATION & REPORTS FROM COUNCIL MEMBERS SERVING ON BOARDS AND COMMISSIONS

Explanation:

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 a study session meeting for review and discussion.

Budget Consideration:

Not applicable, report(s) only.

Attachments:

None.