

**CITY OF OSKALOOSA CITY COUNCIL MEETING
REGULAR SESSION**

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
SEPTEMBER 4, 2012 – 6:30 P.M.**

AGENDA

CALL TO ORDER – 6:30 P.M.

ITEM 1. INVOCATION: Pastor Wade Schelker, Community of Christ Church

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. COMMUNITY COMMENTS.

ITEM 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 and discussed separately.

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

1. August 20, 2012 Regular City Council Meeting Minutes
2. September 4, 2012 Agenda

b) Receive and file minutes of Boards and Commissions (ANY RECOMMENDATIONS CONTAINED IN MINUTES BECOME EFFECTIVE ONLY UPON SEPARATE COUNCIL ACTION).

1. August 13, 2012 Water Board Meeting Minutes
2. August 6, 2012 Airport Commission Minutes
3. August 20, 2012 Water Board/City Council Joint Work Session Minutes

c) Claims

1. Claims for August 2012

d) Permit Motions and Resolutions as Recommended by the City Clerk.

New:

1. Consider approval of an application for Special Class C Liquor License from Feim Veseli dba Capri's, 200 High Avenue West.

Renewal:

None.

Resolutions & Motions:

1. Consider approval of a Memorandum of Understanding (MOU) between the City of Oskaloosa and the Southeast Iowa Inter-Agency Drug Task Force.
2. Consider a motion approving the removal of weed assessments at 603 North D Street with remaining principal of \$180.
3. Consider a motion to approve the request from the Oskaloosa High School Student Council for the Homecoming Parade.
4. Consider a motion to approve the annual CROP Walk.
5. Consider a motion approving Pay Request No. 1 to Cornerstone Excavating in the amount of \$157,279.69 for work completed on the North Green Street Paving Project.
6. Consider a motion approving Payment #2 (final) in the amount of \$6,260.98, approving the final retainage amount of \$13,919.55 to Norris Asphalt Paving Company; Change Order No. 1 – Final Adjustment of Quantities for a net decrease of \$43,243.49; and approval of the resolution accepting the work of Norris Asphalt Paving Company for completion of the Highway 432 Pavement Rehabilitation Project.

Ordinances:

None.

----- **END OF CONSENT AGENDA** -----

REGULAR AGENDA – PUBLIC HEARING ITEMS:

ITEM 6. CONSIDER A RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA. (PUBLIC HEARING)

ITEM 7. ANNOUNCEMENT OF VACANCIES. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED.

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND OTHER APPLICABLE FEDERAL AND STATE LAWS, ALL PUBLIC HEARINGS AND MEETINGS HELD OR SPONSORED BY THE CITY OF OSKALOOSA, IOWA WILL BE ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. PERSONS REQUIRING SERVICE SHOULD CONTACT OSKALOOSA CITY HALL AT (641) 673-9431 FIVE (5) DAYS PRIOR TO THE HEARING OR MEETING TO INFORM THE CITY OF THEIR ANTICIPATED ATTENDANCE.

- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve at-large).
- d) Planning and Zoning Commission – One vacancy to fill an unexpired term that ends April 30, 2014. This is a seven member commission. (4 males and 1 female currently serve).
- e) Library Board – Two vacancies to fill approved and appointed by the Mayor with City Council approval for unexpired terms that end June 30, 2015. This is nine member board. (3 males and 4 females currently serve).
- f) Board of Adjustment - One vacancy to fill approved and appointed by the City Council for an unexpired term that ends December 31, 2016. This is a five member board that meets as needed. (4 males current serve).
- g) Mahaska County Solid Waste Management Commission - Five members to fill one year terms that expire December 31, 2013. Two members will be appointed to the Ad Hoc Recycling Committee. This is a five member board that meets once a month. (2 males and 1 female currently serve.)

ITEM 8. MAYORAL AND COUNCIL APPOINTMENTS. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED

- a) Library Board - Consider appointment of an individual to the Library Board.

REGULAR AGENDA - ORDINANCES:

ITEM 9. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING SECTIONS 10.24.020, 10.24.030 AND 10.24.060 PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, FOUR-WAY INTERSECTIONS AND SCHOOL STOPS. (2ND READING)

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND OTHER APPLICABLE FEDERAL AND STATE LAWS, ALL PUBLIC HEARINGS AND MEETINGS HELD OR SPONSORED BY THE CITY OF OSKALOOSA, IOWA WILL BE ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. PERSONS REQUIRING SERVICE SHOULD CONTACT OSKALOOSA CITY HALL AT (641) 673-9431 FIVE (5) DAYS PRIOR TO THE HEARING OR MEETING TO INFORM THE CITY OF THEIR ANTICIPATED ATTENDANCE.

ITEM 10. CONSIDER AN ORDINANCE AMENDING OSKALOOSA MUNICIPAL CODE SECTION 10.42 OPERATION OF GOLF CARTS UPON CITY STREETS AND ARTICLE II. (SECTIONS 10.80.050, 10.80.060 AND 10.80.070) PERMITS FOR GOLF CARTS. (1ST READING)

ITEM 11. CONSIDER AN ORDINANCE AMENDING OSKALOOSA CITY CODE SECTION 10.42.020 RELATIVE TO PARKING OF GOLF CARTS ON CITY STREETS. (2ND READING)

ITEM 12. REPORT ON ITEMS FROM CITY STAFF.

- a) City Manager.
 - i. Update on the Highway 63 improvement project
- b) City Clerk.
- c) City Attorney.

ITEM 13. CITY COUNCIL INFORMATION & REPORTS FROM COUNCIL MEMBERS SERVING ON BOARDS AND COMMISSIONS:

Mahaska County Conference Board – David Krutzfeldt

Emergency 9-1-1 – Tom Walling

Enterprise Zone Commission – Doug Yates

Housing Trust Fund Committee – Joe Caligiuri

Oskaloosa Area Chamber & Development Group – Aaron Ver Steeg

Joint County-Mahaska Disaster Services and Emergency Planning Administration – Aaron Ver Steeg

Joint Law Enforcement Center Board – Aaron Ver Steeg

Mahaska County Agency on Aging – Aaron Ver Steeg

Mahaska Community Recreation Foundation – Scottie Moore

ITEM 14. CLOSED SESSIONS

- a) Hold closed session under Iowa Code Section 21.5.1.j. to discuss the purchase of particular real estate.

ADJOURNMENT



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CALL TO ORDER AND ROLL CALL – 6:30 p.m.

1. Invocation: Pastor Wade Schelker, Community of Christ Church
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

_____ Caligiuri, _____ Jimenez, _____ Moore, _____ Van Zetten,

_____ Ver Steeg, _____ Walling, _____ Yates.

Explanation:

Not applicable.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY:

ITEM TITLE: COMMUNITY COMMENTS.

EXPLANATION:

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.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

Consent Agenda Items: All items appearing on the Consent Agenda are considered routine in nature and no discussion is anticipated.

- Item 1. Minutes and reports from city council meetings, boards and commissions:
 - Staff recommends council receive and file these documents.**
- Item 2. Consider approval of payment of claims – August 2012**
- Item 3. Consider approval of an application for Special Class C Liquor License from Feim Veseli dba Capri's, 200 High Avenue West.**
- Item 4. Consider approval of a Memorandum of Understanding (MOU) between the City of Oskaloosa and the Southeast Iowa Inter-Agency Drug Task Force.**
- Item 5. Consider a motion approving the removal of weed assessments at 603 North D Street with remaining principal of \$180.**
- Item 6. Consider a motion to approve the request from the Oskaloosa High School Student Council for the Homecoming Parade.**
- Item 7. Consider a motion to approve the annual CROP Walk.**
- Item 8. Consider a motion approving Pay Request No. 1 to Cornerstone Excavating in the amount of \$157,279.69 for work completed on the North Green Street Paving Project.**
- Item 9. Consider a motion approving Payment #2 (final) in the amount of \$6,260.98, approving the final retainage amount of \$13,919.55 to Norris Asphalt Paving Company; Change Order No. 1 – Final Adjustment of Quantities for a net decrease of \$43,243.49; and approval of the resolution accepting the work of Norris Asphalt Paving Company for completion of the Highway 432 Pavement Rehabilitation Project.**



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 1

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 and discussed separately.

- A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
 - 1. August 20, 2012 Regular City Council Meeting Minutes
 - 2. September 4, 2012 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. August 13, 2012 Water Board Meeting Minutes
 - 2. August 6, 2012 Airport Commission Minutes
 - 3. August 20, 2012 Water Board/City Council Joint Work Session Minutes

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

August 20, 2012 Regular City Council Meeting Minutes
August 13, 2012 Water Board Meeting Minutes
August 6, 2012 Airport Commission Minutes
August 20, 2012 Water Board/City Council Joint Work Session Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
August 20, 2012

The Oskaloosa City Council met in regular session on Monday, August 20, 2012, at 6:30 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates.

Jane Kauzlarich, 805 ½ 9th Avenue West, and Robert Hazelett, 214 North D, commented regarding golf carts upon city streets.

It was moved by Caligiuri, seconded by Yates to approve the following consent agenda items:

1. August 6, 2012 Regular City Council Meeting Minutes
2. August 20, 2012 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. July 30, 2012 Library Board of Trustees Minutes
 - b. August 13, 2012 Planning and Zoning Commission Minutes
 - c. July 30, 2012 Water Board Special Meeting Minutes
 - d. July 31, 2012 Water Board Emergency Meeting Minutes
 - e. August 1, 2012 Water Board Special Meeting Minutes
 - f. August 2, 2012 Water Board Emergency Meeting Minutes

The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced "AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE BY AMENDING THE PROVISIONS OF SECTION 12.08.160 AND 12.08.070 TO ALLOW THE CITY MANAGER AUTHORITY TO GRANT TEMPORARY PERMITS FOR THE USE OF MORE THAN ONE PARALLEL PARKING SPOT OR TWO ANGLE PARKING SPOTS, OR USE FOR A PERIOD IN EXCESS OF THREE DAYS WITHOUT REQUIRING FORMAL APPROVAL OF THE CITY COUNCIL" and moved its approval on the third reading. Yates seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1322.

Caligiuri introduced "AN ORDINANCE TO AMEND THE CODE OF OSKALOOSA, IOWA WITH RESPECT TO ZONING – DEFINITIONS; USES IN ZONING DISTRICTS CONCERNING SINGLE-FAMILY DETACHED,

MANUFACTURED HOUSING RESIDENTIAL, MOBILE HOME PARK, AND MOBILE HOME SUBDIVISION; SUPPLEMENTAL USE REGULATIONS – RESIDENTIAL USES, AND FOR OTHER PURPOSES” and moved its approval on the third reading. Yates seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates
NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1323.

Caligiuri introduced “AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, THREE-WAY STOP INTERSECTIONS AND FOUR-WAY STOP INTERSECTIONS” and moved its approval on the third reading. Yates seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates
NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1324.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for sidewalk replacement by the City of Oskaloosa, Iowa, and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Moore introduced Resolution No. 12-08-67 entitled “RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR SIDEWALK REPLACEMENT BY THE CITY OF OSKALOOSA, IOWA, IN ACCORDANCE WITH SECTION 12.12 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA” and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates
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 final plans, specifications, form of contract and estimated costs for the Mall Storm Sewer Project, and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 12-08-68 entitled “A RESOLUTION TO APPROVE FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE MALL STORM SEWER PROJECT” and moved its approval. Moore seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates
NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Russ Reiter, Superintendent of Oskaloosa Schools, addressed City Council regarding school stops.

Moore introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, FOUR-WAY STOP INTERSECTIONS AND SCHOOL STOPS" and moved its approval on the first reading. Yates seconded the motion. It was moved by Moore, seconded by Yates to waive the rules requiring three separate readings of an ordinance. The roll was called for suspension of the rules and the vote was:

AYES: Caligiuri, Moore, Jimenez, Walling and Yates

NAYS: Van Zetten and Ver Steeg

Whereupon the Mayor declared said motion defeated. The roll was called on the first reading of the ordinance and the vote was:

AYES: Caligiuri, Moore, Jimenez, Walling and Yates

NAYS: Van Zetten and Ver Steeg

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

Moore introduced "AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE BY AMENDING THE PROVISIONS OF SECTION 10.42.020 RELATIVE TO PARKING GOLF CARTS UPON CITY STREETS" and moved its approval on the first reading. Yates seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Van Zetten, Ver Steeg and Yates

NAYS: Jimenez and Walling

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

Jimenez introduced Resolution No. 12-08-69 entitled "A RESOLUTION OF THE CITY COUNCIL OF OSKALOOSA AWARDING A CONTRACT TO TK CONCRETE INC. FOR AN AMOUNT NOT TO EXCEED \$87,480.00 AND APPROVING A CONSTRUCTION CONTINGENCY NOT TO EXCEED \$8,750.00 FOR THE MALL STORM SEWER PROJECT" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Ver Steeg introduced Resolution No. 12-08-70 entitled "RESOLUTION APPROVING THE FINAL PLAT OF THE PINE RIDGE ADDITION, PLAT 1." and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The resolution calling for a public referendum on a proposed amendment to the Oskaloosa City Code Chapter 2.80 Water Utility Board of Trustees died for lack of a motion.

It was moved by Jimenez, seconded by Van Zetten to approve and direct the city manager to develop and execute an acquisition, demolition and redevelopment plan for properties impeding economic development activity or increasing blight along the A Avenue and Market Street corridor. The roll was called and the vote was:

AYES: Caligiuri, Moore, Jimenez, Van Zetten, Ver Steeg, Walling and Yates

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Moore, seconded by Ver Steeg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:40 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA WATER BOARD
REGULAR MEETING
8/13/12

Members Present:

Joe Ryan
Errin Keltner

Others Present:

Chad Coon
Sheryl Tomlinson

A motion was made by Errin Keltner and 2nd by Joe Ryan to approve the agenda as presented. The motion carried with all members voting yes.

Reorganization of the Board of Trustees was next on the agenda. Motion by Joe Ryan to reorganize as follows; Joe Ryan to Chair, Pete Settini to Secretary, and Errin Keltner to Trustee. This motion was seconded by Errin Keltner. Ayes all, motion passed.

Minutes of the 6/18/12 regular meeting, 7/30/12 Special Meeting, 7/31/12 Emergency Meeting, 8/1/12 Special Meeting and 8/2/12 Emergency Meeting were read. A motion was made by Errin Keltner to approve the minutes. The motion was 2nd by Joe Ryan. The motion carried with all members voting yes.

There was a motion by Errin Keltner to go into recess to join the City Council at their work session. Motion was seconded by Joe Ryan. Ayes all, motion passed. 5:12 PM.

Once at City Hall, there was a motion by Joe Ryan to reconvene the meeting. Seconded by Errin Keltner. Ayes all, motion passed. 5:16 PM.

While at City Hall the City Council addressed the Board of Trustees on a few items. One of the items discussed was giving the Board and Water Department a list of 3-5 goals to work on in the next 6 months. Tom Walling asked the Board how they felt about going from 3 Board members to 5 Board members. Joe responded by saying he thought it was a good idea for the communication issue. Errin said that he thinks it is good if the number prove it, not just for political reasons. Chad talked about the blending of characteristics that makes the Board of Trustees have a good balance. At 5:44 the City Council adjourned their meeting.

Joe Ryan made a motion to recess the Board of Trustees meeting from City Hall and meet again at the Water Department office. Errin Keltner seconded the motion. Ayes all, motion passed. 5:44 PM.

Motion to reconvene at 213 South 1st Street, Water Department office, was made by Errin Keltner and seconded by Joe Ryan. Ayes all, motion passed. 5:48 PM.

The attached vouchers totaling \$539,780.28 were presented for approval. A motion was made by Joe Ryan to approve the vouchers for payment. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes. The Balance Statements were also reviewed. Motion by Joe Ryan and seconded by Errin Keltner to approve balance statements. Motion carried with all members voting yes.

1. The next item on the agenda was Customer Forum. There was no one present and no items presented.
2. The next agenda item was to Discuss Credit Card Policy. Chad introduced the possible Resolution for the Board to discuss about putting a \$500 limit on credit card payments. The Board will look at taking action on this item next month.
3. The next agenda item was to Discuss Transparency of Water Department Operations. There was talk about the Water Department's website and the need to putting agendas and meeting minutes on the site. Chad informed the Board that since the computer change out, we do not have access to our website anymore. Chad was then instructed to contact Mike Schrock and see what the City did and how much it cost, and to further contact Jake Barnes about rebuilding our webpage, and the possibility of adding a web portal
4. General Manager's Update was next on the agenda. Chad talked to the Board about looking at GIS/GPS vendors for our distribution system. He showed the Board the flowchart that HRGreen was using when looking at vendors. He said that the Department had \$65,000 budgeted for this work and that the GPS signal unit that would be most beneficial was a Trimble ruggedized tablet unit that cost around \$31,000. This would allow the employees a better view of the screen and would cut down on errors made in the field. Chad asked the Board to take the information and look at it the next few weeks and think about which direction they would like to pursue. Chad then talked to the Board about the manufactured home behind the newly purchased shop building. He asked what the members wanted to do with the home and what they wanted to get out of it. Chad was instructed to contact Dave Dixon and see what steps we needed to follow for the sale of the home. Sheryl then talked to the Board about the year-end financial information.

5. The last agenda item was Miscellaneous. Chad talked to the Board about the leaks that have happened in the last two months. He also talked to the Board about the job opening ad that was in the paper and the fact that he had already started receiving resumes. He informed the Board that the plan was one employee was retiring at the end of 2013 and another was retiring a few months later. He wanted to get a new employee hired this fall and start the GIS/GPS with both employees that were planning to retire and the new hire.

There being no further items to discuss, it was moved by Joe Ryan and second by Errin Keltner to adjourn.

ATTEST

Meeting Adjourned 7:22 PM

Joe Ryan – Chairman

Pete Settimi – Secretary

MINUTES
OSKALOOSA AIRPORT COMMISSION
August 6, 2012

Meeting of the Oskaloosa Airport Commission was called to order at 4:42 p.m. on Monday, August 6, 2012.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Kelly Wheeler, Kraig Van Hulzen, James Johnson, and Jerry Strunk [Midwest Aviation]
2. APPROVAL OF THE MINUTES: Moved by Kelly Wheeler and seconded by Kraig Van Hulzen to approve the minutes of the July 2, 2012 meeting and the July 10, 2012 special meeting. Motion carried.
3. FINANCIAL REPORT: Moved by Kelly Wheeler and seconded by Kraig Van Hulzen to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by Kelly Wheeler and seconded by James Johnson to pay bills totaling \$9,389.97. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a) Farm tiling: Additional tile work will be left until next year.
 - b) Waste disposal: Our \$802.96 payment to Waste Management as final payment under the contract was rejected. Waste Management is still insisting this is the initial contract, and are requiring a six month cancellation penalty. They have referred this to a collection agency. City Attorney David Dixon has notified the collection agency that there is a dispute over the amount due. He recommends that we await further action by Waste Management.
 - c) Hangar doors/storm damage: After a long delay, the new door is being installed on the corporate hangar. Reed Overhead Door will be submitting a proposal on rebuilding the two doors on the maintenance hangar.
 - d) Bailing grass clippings: Overbergen Farms has cut the grass for the first time and baled 21 large bales. A check was received for \$210.00.
 - e) Groundhog damage: Most of the damage is being done by skunks. John Veranek is slowly eradicating them.

- f) New mower: The new Ferris mower has been delivered and is working well.
- g) Area around AWOS: A wider area has been mowed around the AWOS and has been approved by the FAA and the State. Kraig Van Hulzen will be talking to Mark Haines about a fair adjustment to his rent for the lost crop land.

7. NEW BUSINESS:

- a) Fuel sales/ramp fee for ag sprayers: Some ag sprayers are bringing in their own fuel and not purchasing fuel from the airport. This is a significant loss of income for the FBO and the City. Jerry Strunk is proposing that next year we charge a ramp fee to those who bring in their own fuel. Jerry will do more research on this including legal guidelines involved. Kraig Van Hulzen suggested that we lease ramp space to them.
 - b) September meeting date: Since the first Monday will be Labor Day, it was decided to schedule the September meeting for Wednesday, September 5th.
8. ADJOURN: It was moved by Kraig Van Hulzen to adjourn at 5:31 p.m. Motion was seconded by Kelly Wheeler. Motion carried.

MWA@OOA

July, 2012

Oskaloosa Municipal Airport Monthly Report

Fuel Sales: 100LL (\$6.09) 3035 gal; Jet A (\$5.18)2006 gal.

Total fuel sales for July, 2012= 5041 gal. X .05 = \$252.05

Plus Telephone: \$15.28.

Total owed OOA= \$267.33.

- ***Fuel sales were up in July 2012. But are down overall due to WX and some AG operators tankering their own fuel on to area airports and bypassing the Local FBO. (THIS ISSUE NEEDS TO BE ADDRESSED BY ALL THE FIXED BASE OPERATORS, AIRPORT COMMISSIONS and CITY COUNCILS IN THE STATE of IOWA.)***
- ***Shop work has been steady.***
- ***New Corporate Hangar door is hung, metal sheeting and insulation are being installed.***
- ***We got 21 bales off of our first cutting of grass.***
- ***The Corn crop is not looking to good at OOA.***
- ***The bean crop is still hanging in there. (Needs rain).***

UP,UP AND AWAY @ OOA

Did you know?

The Oskaloosa Municipal Airport became Oskaloosa's Municipal Airport in 1959!

Did you Know?

There are 35 Aircraft based at the Oskaloosa Municipal Airport!

Did you Know?

The Oskaloosa Airport is alive and well .

---Remember---

The Oskaloosa Municipal Airport is NOT supported by any tax revenue from the city of Oskaloosa nor the County of Mahaska...

The support for the Oskaloosa Municipal airport comes from rental revenue of the farm ground. PERIOD (not tax payers money).....

**OSKALOOSA WATER BOARD
SPECIAL MEETING
WITH OSKALOOSA CITY COUNCIL
8/20/12**

Members Present:

Joe Ryan
Pete Settini
Errin Keltner

Others Present:

Chad Coon
Sheryl Tomlinson

The City Council members present were Tom Walling, Aaron VerSteeg, Scottie Moore, Tom Jiminez, Doug Yates, Joe Caligiuri, Jason Van Zetten, and Mayor David Krutzfeldt. City Manager Mike Schrock, City Attorney Dave Dixon, and City Clerk Amy Miller were also present.

Meeting was called to order at 5:16 PM by Mayor Krutzfeldt.

Water Board member Pete Settini motioned to open the meeting for the Water Department. It was seconded by Joe Ryan. 5:16 PM.

1. Discussion started between Council members regarding the possible ballot language for the 2012 general election. There were several opinions shared between Council members. Some reported that there was a majority of the public that felt the need for the City Council to slow down on the ballot language for moving from 3 members to 5 members. While other Council members asked what would be gained by dragging the process out, and they felt the Council should just move ahead and put the language on the ballot and let the public decide. There was also discussion that if the Council did move ahead with a public referendum on the issue and then came back later and wanted to dissolve the Board of Trustees, that the public would question the motives of the City Council. Several Council members stated that they had heard from the public on this issue and that there was no support for dissolving the Water Board. The Council then asked Pete Settini what he thought about moving forward with the decision to go from a 3 member Board to a 5 member Board. Pete said that he was not against the idea, but then stated that the City would need to find good qualified people to be on the Board of Trustees. There was then a comment from a Council member that it should just be a Council action and not a public vote. The following discussion centered around the unintended consequences of that action, namely the "calling" of the loans that the Water Department now has for

the 2008 Water Improvement Project. One Council member asked if the Board could bring the recommendation to the City Council to move from 3 to 5 members. That way it would be better received from the public. There was no comment from the Board on that matter. There was then a straw poll taken by the Mayor to see who wanted to see language put on the ballot this year. Those wanting to wait were: Tom Walling, Tom Jiminez, Doug Yates, Joe Caligiuri, and Jason Van Zetten. Those wanting to move forward were: Aaron Ver Steeg and Scottie Moore. The Mayor moved on to agenda item number 3.

2. The next agenda item was to discuss methods to improve and enhance communication, information sharing and planning between the City Council and the Board of Trustees. There were a few items talked about during this part of the meeting. One of those items was the money spent on meters and the current water loss issue. There was a question asked regarding what the Water Department wanted to see in terms of an acceptable water loss number. Chad commented that realistically he thought 15% would be acceptable. There was then a question about what the Water Department wanted to see in the way of reduction in water loss with the installation of new meters. Chad said that he hoped to be able to drop the unaccounted water to 20% with the new meters. He said this would also increase the Department's revenue as well as increase the City's revenue. One Council member asked if the Water Department could put together a list of 3-5 goals to work on. Chad answered that it would be possible. Chad then talked to the Council about the communication between the two entities. He went on to say that communication is a two way street, and that lately it felt like the fingers were all pointing at the Water Department as being the ones lacking in communication. Chad was asked for some specific examples and went on to talk about the recent purchase of the new shop and that the Council's liaison was present for two full meetings and the start of the third and that the Board thought that information would be shared between the liaison and the rest of the Council. Chad said that he didn't feel that the Board was trying to hide anything during this time, but when the next City Council meeting rolled around it was evident that the information relating to the purchase had not been shared with the rest of the Council. Chad then went on to say that if the Council had a question or felt they needed to say something to the Water Department, to go ahead and say it, to feel free to communicate with, and ask questions of, the Board and its employees. The Mayor then closed the meeting saying that he hoped looking at the future there may be opportunities found for the sharing of resources between the City and the Water Department. The Mayor closed the meeting at 6:24 PM.

There being no further items to discuss, it was moved by Joe Ryan and second by Pete Settimi to adjourn.

ATTEST

Meeting Adjourned 6:24 PM

Joe Ryan – Chairman

Pete Settimi – Secretary

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider payment of claims for August 2012.

EXPLANATION:

A list of claims for August 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.



City of Oskaloosa, IA

COUNCIL CLAIMS LIST

ABS Fire Equipment Sales Inc	Fire extinguisher service/replacement	1,096.25
	Annual service call	57.25
Acco	Pool chemicals	1,201.90
Advanced Analytical Solutions	Supplies	52.00
Airgas USA LLC	Paper supplies	121.42
Arnold Motor Supply	Tools	36.19
	Supplies	29.39
	Supplies	5.94
	Supplies	31.84
	Supplies	3.16
	Supplies	25.46
Arrow Quick Solutions LLC	Email sync licenses	42.00
B & H Automotive and Locksmithing	Keys	14.00
Bestest Inc.	Mouthpieces	132.50
Bill & Ray's Auto Service Inc	Supplies	6.68
Bindertek	Binders	56.56
	Binders	60.00
Binns & Stevens Sprayers	Dust control Spring Creek Village	294.00
Bob and Roxanne Denner	Refund golf cart registration	20.00
Brick, Gentry, Bowers, Swatz & Levis, PC	Professional services	60.00
Brownells Inc.	Parts for repair	96.79
Brown's Shoe Fit Company	Duty boots-Sams	100.00
Bruening Rock Products Inc	River rock	497.45
	Road stone	107.74
	Pea gravel	2,123.42
	Road stone	721.09
	Pea gravel	785.11
	Refund insurance premium	236.64
	Sidewalk domes	2,780.00
Carolyn Rice Haselhuhn	Phone	79.99
Carroll Distributing	Annual pool inspection	568.00
Cellular Specialists	Refund golf cart registration	20.00
City of Ottumwa	Refund golf cart registration	20.00
Cornelius DeRonde	Parts for repair	60.00
Craig Heinrichs	Refund golf cart registration	20.00
Double B Blasting	Sanitary sewer repair South 1st St	1,950.00
Doug Yates	Tires	446.16
Edel's Lawn Service and Construction Inc	Air pump	23.10
Fairchild Tire & Service Inc	Boiling flask	228.28
Fins N Things	Uniforms	389.62
Fisher Scientific	Pool concessions	42.88
Gall's Inc.	Lab filter papers	684.32
Genskow Distributing Inc.	Air filters	36.01
Hach Company	Supplies	3.72
Haines Auto Supply	Returned item	-4.35
	Filter	15.05
	Hose assembly	36.84

	Radiator hoses	68.46
	Oil	217.37
	Supplies	12.13
	Supplies	4.93
	Tools	29.39
	Supplies	2.98
	Oil	55.25
	Supplies	40.57
	Blower belts	131.57
	Oil	56.82
Heiman Inc.	Pelican case for equipment	129.80
	Ladder	440.95
Highway 92 Walnut Co	Supplies	32.85
	Supplies	32.97
Hy Vee Accounts Receivable	Pool concessions	15.27
IA Munic Workers Comp Assoc	Work comp payment #3	3,422.00
Ideal Ready Mix	Street repairs N 3rd St	2,487.13
	Street repairs N 3rd St	2,641.50
	Street repairs N 3rd St	567.00
	Ready mix South H St	288.75
Innocorp Ltd.	Fatal Vision goggles	850.00
Intoximeters Inc.	Portable breath testers	790.00
Iowa League of Cities	ECIC meeting	30.00
John Deere Financial	Hose	46.99
	Supplies	15.59
Judy Stone	Refund golf cart registration	20.00
Kelly Supply Company	Splicing kit	181.70
Kerwin Van Wyk	Refund golf cart registration	20.00
Keystone Laboratories Inc	Irrigation water analysis	246.40
Kirkwood Community College Cont. Ed.	Training-Hoy	50.00
Klyn's Tire Service Inc	Tractor tire	121.73
Logomotion Promotions	Water bottles for promotion	1,000.00
Mahaska Bottling	Can bags	80.00
	Pool concessions	75.60
Mahaska Co Highway Dept	Fuel	3,572.32
	Fuel	3,564.22
	Fuel	149.71
Mahaska Communication Group LLC	Telephone services	63.40
	Telephone services	68.23
	Telephone services	76.38
	Telephone services	63.68
	Telephone services	40.91
	Telephone services	147.01
	Telephone services	1,206.67
	Telephone services	84.12
Mahaska Drug	Medications	5.60
Mahaska Future View Inc	Christmas decorations	500.00
Mahaska Health Partnership	Professional services	65.00
	Professional services	170.00
Malcom Lumber Window & Door Center	Stakes	66.91
Martin Marietta Materials	Rock	171.81
Mauer Supply Inc.	Parts for boiler repair	260.00

Mc Kim Tractor Service	Supplies	55.84
	Supplies	2.65
MidAmerican Energy	Utilities	15.49
	Utilities	2,598.55
	Utilities	312.61
	Utilities	1,104.44
	Utilities	5,546.69
	Utilities	10,209.89
	Utilities	530.82
Midwest Safety Counselors Inc	Instrument calibration	177.50
	Instrument calibration	60.00
	Instrument calibration	73.00
MPT Iowa Inc	Computer repair	262.50
Municipal Supply Inc	Piping and valves	2,070.60
	Storm sewer materials	4,486.35
	Trolley Place pipe and materials	6,087.63
	Smoke bomb	73.56
Musco Sports Lighting LLC	City decals	88.00
Norris Asphalt Paving Inc	Asphalt South B St repair	2,687.86
	Asphalt South B St	730.00
	Cold mix asphalt	2,329.60
O'Halloran International	Parts for repair	467.76
O'Reilly Auto Parts	Supplies	3.79
	Air filters	59.81
Orscheln Farm & Home	Supplies	6.93
	Grass seed	10.99
	Oil	42.99
Oskaloosa Glass & Millwork	Glass	76.00
	Windshield repair	193.75
Oskaloosa Herald/Shopper	Publications	561.58
Oskaloosa Tree Service	Remove tree and stump	500.00
	Remove elm tree	550.00
Oskaloosa Water Dept	Fax location service	61.20
Ottumwa Seat and Top	New vehicle cover seats	650.00
Overbergen Electric Inc	Electrical repairs-Pool and Golf clubhouse	657.22
Pella Tree Service Inc.	Tree removal	1,520.00
Pitney Bowes Inc.	Postage machine lease	132.93
Premier Office Equipment Inc.	Copier maintenance	27.44
Quill Corporation	Office supplies	39.78
	Office supplies	9.78
	Office supplies	75.73
	Office supplies	17.98
	Office supplies	4.29
Racom Corporation	Radio repair	193.20
Ray Van Weelden	Refund golf cart registration	20.00
Robert Hazelett	Refund golf cart registration	20.00
Robert Lynn	Refund golf cart registration	20.00
Roger Van Baalen	Refund golf cart registration	20.00
Schumacher Elevator Company	Scheduled maintenance	191.24
	Scheduled maintenance	133.93
Sherwin-Williams	Supplies	25.95
	Supplies	59.98

	Repair kit	75.00
	Paint	145.86
	Paint machine pump	1,094.49
Sioux Sales Company	Test kits	141.50
St Lukes Drug and Alcohol Testing Services	Professional services	222.00
State Hygienic Laboratory	Pool testing	11.00
Stephen Whipple	Refund golf cart registration	20.00
Stop Tech Ltd	Cord reel	38.53
	Cord reel	38.53
Swim's Sports	Office of the Year plaque	25.00
The Door Shop	Adjust door	24.50
Tim Besco	Refund golf cart registration	20.00
Trans-Iowa Equipment LLC	Bulk wire	221.26
	Broom wire	335.12
True Value Hardware	Supplies	8.58
	Supplies	12.99
	Supplies	5.49
	Keys	5.40
	Supplies	5.16
	Ratchet strap	20.99
	Supplies	34.24
	Supplies	12.57
	Fans	37.98
	Supplies	28.74
	Supplies	5.49
	Supplies	12.99
U.S. Cellular	Telephone services	102.15
USA Blue Book	Microbiology Handbook	126.98
Verizon Wireless	Broadband services	335.64
Walmart Community/GEMB	Medications	11.29
	Pool concessions	5.36
	Supplies	29.95
	Pool concessions	39.30
	Medications	10.00
	Office supplies	24.39
	Medications	71.00
	Office supplies	75.93
Wayne De Bruin	Refund golf cart registration	20.00
Windstream	Telephone services	38.56
		<hr/>
		89,247.86

MANUAL CHECK REPORT

City of Oskaloosa, IA

AFLAC	AFLAC	251.24
AFLAC	AFLAC	251.24
AFLAC	AFLAC	251.24
Amazon	Library materials	698.29
Amazon	Library materials	1,033.06
Carriker Ford	2012 Ford Pickup	26,670.00
Clemons Inc.	2012 Chevrolet Colorado truck	21,000.00
Colonial Life	Colonial Life	330.81
Craig Alexander	Reimburse travel expense	19.20
David Dixon	August legal fees	2,200.00
Delta Dental of Iowa	Dental Insurance	336.00
DMACC	Registration-Pal/Willey	500.00
Edward D Jones	Savings Edward Jones	300.00
Edward D Jones	Savings Edward Jones	300.00
Edward D Jones	Savings Edward Jones	300.00
Fidelity Security Life Insurance Company	Vision Insurance	163.34
I.U.P.A.T. District Council 81	Union dues	447.00
Joe Richards	Reimburse parts for repair	74.00
LOCAL 636, IAFF	Fire Union	180.00
Madison National Life	August life insurance premium	479.16
Mark Neff	Reimburse software purchase	149.99
Mike Sereg & R & B Construction Inc	Demolition loan-815 B Ave W	4,000.00
Misty Dawne White-Reinier	August legal fees	1,800.00
Munic. Fire & Police Ret	Police & fire 411	16,729.49
Munic. Fire & Police Ret	Police & fire 411	16,716.70
Munic. Fire & Police Ret	Police & fire 411	16,728.63
Norris Asphalt Paving Inc	Payment #1-Hwy 432 Project	258,210.48
Oskaloosa Municipal Housing Agency	Income offset payment	36.00
Oskaloosa Rotary Club	Membership dues and meal	152.43
PPME 2003 IBPAT	Police union dues	406.59
State of Iowa	Filing fee for 509A	100.00
Susan Hasso	Petty cash reimbursement	94.98
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	89.00
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	89.00
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	89.00
UI Center for Conferences	Registration-G McMains	90.00
United States Treasury	Wage levy-federal	50.00
United States Treasury	Wage levy-federal	50.00
United States Treasury	Wage levy-federal	50.00
United Way	United Way	46.00
Visa Card Center	Library materials	595.03
Visa Card Center	Library materials/postage	347.24

372,405.14

August payroll 414,942.13

Alexander, Craig	Cell phone reimbursement	20.00
Bolt, Dan	Cell phone reimbursement	20.00
Calzaretta, Michael	Cell phone reimbursement	20.00

Boston, Troy	Cell phone reimbursement	20.00
McGee, John	Cell phone reimbursement	20.00
Neubert, David	Cell phone reimbursement	20.00
Pal, Akhilesh	Cell phone reimbursement	20.00
Schrock Jr, Michael	Cell phone reimbursement	20.00

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of an application for Special Class C Liquor License from Feim Veseli dba Capri's, 200 High Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval subject to approval by the Fire Department.

BUDGET CONSIDERATION:

\$337.50 revenue to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Jake McGee
Chief of Police

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of a Memorandum of Understanding (MOU) between the City of Oskaloosa and the Southeast Iowa Inter-Agency Drug Task Force.

EXPLANATION:

Presently the Oskaloosa Police Department (OPD) and the Mahaska County Sheriff's Office conduct drug investigations countywide utilizing a two person drug task force comprised of one member each from each department. Both organizations are interested in pursuing a new option to increase resources available to combat ongoing drug related offenses and enhance effectiveness by joining the Southeast Iowa Inter-Agency Drug Task Force. Membership to the Task Force provides the city and county with direct access to equipment and personnel that are not readily at the city's disposal.

BUDGET CONSIDERATION:

Membership in the Task Force will cost \$3,500 per year for the OPD. The first year membership will be paid via OPD forfeiture funds. The second and subsequent years could be included in the OPD's annual operating budget. The annual membership fee could be reduced or eliminated pending the return of forfeitures from the Task Force to the OPD, however there is no guarantee this will occur.

The OPD is expected to see reduced overtime expenses incurred due to Task Force personnel being used for all drug related investigations and subsequent warrants and arrests.

ATTACHMENTS:

1. Resolution
2. Memorandum of Understanding
3. Memorandum from Chief McGee

RESOLUTION NO. _____

**A RESOLUTION APPROVING A MEMORANDUM OF
UNDERSTANDING BETWEEN THE SOUTHEAST IOWA INTER-
AGENCY DRUG TASK FORCE AND THE CITY OF OSKALOOSA**

WHEREAS, the Southeast Iowa Inter-Agency Drug Task Force has been established to better facilitate mutual law enforcement aid to and from other cities and/or counties for drug related matters; and

WHEREAS, the Southeast Iowa Inter-Agency Drug Task Force can more effectively provide available personnel and equipment than the City of Oskaloosa as a standalone agency; and

WHEREAS, City of Oskaloosa has been offered a membership to the Southeast Iowa Inter-Agency Drug Task Force; and

WHEREAS, funding for the membership is available in the Police Forfeiture Fund in the amount of \$3,500;

WHEREAS, the Police Department recommends the city participate and become a member of the Southeast Iowa Inter-Agency Drug Task Force for Fiscal Year 2013 in the amount of \$3,500.

NOW THEREFORE, BE IT RESOLVED that the City Council of Oskaloosa, Iowa approves and directs the Mayor to complete all necessary actions to execute the Memorandum of Understanding between the City of Oskaloosa and the Southeast Iowa Inter-Agency Drug Task Force on behalf of the City of Oskaloosa, Iowa.

Passed and approved this 4th day of September, 2012.

David Krutzfeldt, Mayor

Attest:

Amy Miller, City Clerk

**SOUTHEAST IOWA INTER-AGENCY DRUG TASK FORCE
MEMORANDUM OF UNDERSTANDING
FOR JOINT EXERCISE OF LAW ENFORCEMENT**

This memorandum is made and entered into by and between participating Law Enforcement Agencies that make up the *Southeast Iowa Inter-Agency Drug Task Force (SEIDTF)*.

Purpose

The purpose of this memorandum of understanding (MOU) is to provide law enforcement assistance between each participating Law Enforcement Agency, upon request, and to jointly exercise law enforcement authority within each participating agency's respective jurisdiction, to investigate illegal drug trafficking, manufacturing, and use, as well as vice-related criminal activity in central Iowa. This memorandum will formalize the policy guidance and planning between the participating agencies.

Policies, program involvement and direction of the SEIDTF will be the joint responsibility of the SEIDTF Executive Board.

Mission

The primary mission of the SEIDTF is to provide law enforcement assistance between each participating Law Enforcement Agency, upon request, and to jointly exercise law enforcement authority within each participating agency's respective jurisdiction, to investigate illegal drug trafficking, manufacturing, and use, as well as vice-related criminal activity in southeast Iowa.

In consideration of the mutual advantages and benefits to each of the participating Law Enforcement Agencies under this Memorandum, the participating Law Enforcement Agencies agree as follows:

1. The SEIDTF Executive Board consists of the President, Vice President, Treasurer, Secretary, and the Grant Administrator. Each participating Law Enforcement Agency's CEO or their designee will determine the extent of their participation in the Task Force providing their agency can comply and continue to meet its own law enforcement responsibilities.
2. The cooperative undertaking resulting from this MOU will not create any new or separate legal or administrative entity.
3. The SEIDTF is financed through a combination of grant funds, local agency support and forfeited funds. Income and expenses will be reported to each participating governing board upon the request of the participating agency.

4. Administration of the MOU shall be the responsibility of the SEIDTF Executive Board. These officials will meet at a minimum, on a quarterly basis. Minutes of these meetings will be kept. Any participating Law Enforcement Agency not currently bound by the 28E agreement establishing the SEIDTF will be a signatory along with the Executive Board to this MOU. All officers of the Executive Board shall be present personally or telephonically to establish a quorum.
5. The SEIDTF Executive Board shall establish and maintain procedures for acquiring, holding, and disposing of any property acquired jointly pursuant to this cooperative MOU. Any seized or forfeited property shall be disposed of as set forth in the SEIDTF Executive Board Financial Policies.
6. In the event of a budgetary or scheduling impact, the authority to determine the extent of assistance shall lie exclusively with each participating Law Enforcement Agency's CEO. In the event the Agency CEO determines the extent of assistance needs to be changed there shall be notice to the SEIDTF Executive Board President.
7. Each participating agency of the SEIDTF shall be responsible for the compensation of its own employees, for payment of wages and overtime expenses, as well as payment of any disability, death, worker's compensation or other benefits which are owed or become owing or accrue to its own employees as a result of activities undertaken pursuant to the terms of this MOU.
8. Each participating member is subject to Chapter 670 of the Iowa Code.
9. Supervision of the SEIDTF will be established from supervisory personnel assigned to the Task Force by each participating Law Enforcement CEO. The SEIDTF supervisor will be responsible for day-to-day operational issues regarding the Task Force.

This MOU shall remain in full force and effect until July 1, 2015.

The above terms and conditions constitute the entire MOU between the SEIDTF and participating Law Enforcement Agency CEO's and hereby agreed to.

Southeast Iowa Inter-Agency Drug Task Force

Law Enforcement Chief Executive Officer

Law Enforcement Agency CEO

Agency

Title

Date

SEIDTF President or Designee

Title

Date

OSKALOOSA POLICE DEPARTMENT

TO: City Manager Mike Schrock
FROM: Chief Jake McGee
DATE: July 24, 2012
SUBJECT: Southeast Iowa Inter-Agency Drug Task Force

I begin by stating that joining this task force is being recommended and endorsed by both the Sheriff and I. The Sheriff will be seeking permission from his Supervisors just as I am now from you. We recognize that even though we have very talented and skilled staff, both of our agencies are not as effective as we could be without belonging to a multijurisdictional task force and the resources that go along with such membership. Our present two member drug investigation team simply cannot keep up with the elevated demand for their services nor do they have the very expensive equipment or manpower necessary to adequately investigate many complex drug cases. Within the past month, the Southeast Iowa Drug Task Force has worked in Mahaska County and Oskaloosa on at least three different cases along with our two investigators and had tremendous results. All of our agencies work very well together.

Advantages that I see for becoming a member of the task force are the extra resources that are readily available when needed. These resources would include:

- Direct daily access to DNE (State) and DEA (Federal) Agents and their resources that are assigned to the task force as well as a special prosecutor for task force cases.
- Direct access to task force equipment, i.e. digital encrypted radios, cell phones, vehicles, CelleBrite (equipment that extracts cell phone data), meth lab safety equipment.
- Direct access to smart and experienced investigators, tactical teams, meth lab crews, technology techs.
- People available for special operations such as search warrants, controlled buys, surveillance etc. This will reduce OPD overtime as no, or limited patrol staff, will be needed to hold over for these operations. This allows Investigators to execute the warrant when they feel the time is right and not execute the warrant based on

when the OPD has sufficient coverage for both the warrant execution and patrol coverage.

- The ability to use undercover officers to expand local cases and have investigators gain experience in undercover work in other jurisdictions.
- Exposure and collaboration with other jurisdictions and agencies.
- Possible sharing of seizures (?)
- More people invested in the overall drug problem of Oskaloosa and Mahaska County with little or no expense.

The only drawback that I see would be the times when our task force investigator would be working cases outside of our jurisdiction. In saying this, they would be involved in drug cases in southeast Iowa that could potentially have an impact on Oskaloosa and Mahaska County.

I see the annual task force fee being returned in the savings from Department overtime that is currently being spent and the potential of forfeitures that could be returned to our Department. The first year membership would be paid with current forfeiture funds and I suggest that future payments be either budgeted or paid via forfeitures.

The benefits of Task Force membership clearly outweigh any negative impact that would come with membership. We need Task Force resources to effectively fight drug issues in Oskaloosa and Mahaska County.



SOUTHEAST IOWA INTER-AGENCY DRUG TASK FORCE
330 W. SECOND ST. OTTUMWA, IA 52501
OFFICE: 641-683-0668 / 888-255-0825
FAX: 641-684-4846

July 25, 2012

Oskaloosa Police Department
Attn: Chief McGee
214 High Ave. East
Oskaloosa, IA 52577

Dear Chief McGee:

On July 12, 2012, at the quarterly meeting of the Southeast Iowa Inter-Agency Drug Task Force members voted to offer membership to the Task Force to the Oskaloosa Police Department. The match amount to be paid by the Oskaloosa Police Department is \$3,500 annually.

If you accept this offer, please send a letter acknowledging your acceptance of the offer of membership to the Southeast Iowa Inter-Agency Drug Task Force and agree to pay the annual match amount of \$3,500.

Thank you.

Sincerely,

Lt. Tom McAndrew
Program Director

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Amy Miller, City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider a motion approving the removal of weed assessments at 603 North D Street with remaining principal of \$180.

EXPLANATION:

September 8, 2009 the Oskaloosa City Council approved a resolution to levy weed assessments in the amount of \$200 at 603 North D Street. These assessments were certified to the Mahaska County Treasurer on January 19, 2010. The assessment was set up for ten years of payments and \$180 remains in principal.

The city has recently acquired the property at 603 N D Street and staff is still determining the best method to redevelop the property (demolition or rehabilitation). The Mahaska County Treasurer's office has informed staff that these charges may be removed from this parcel with council approval.

Recommended Action: Approve the motion.

BUDGET CONSIDERATION:

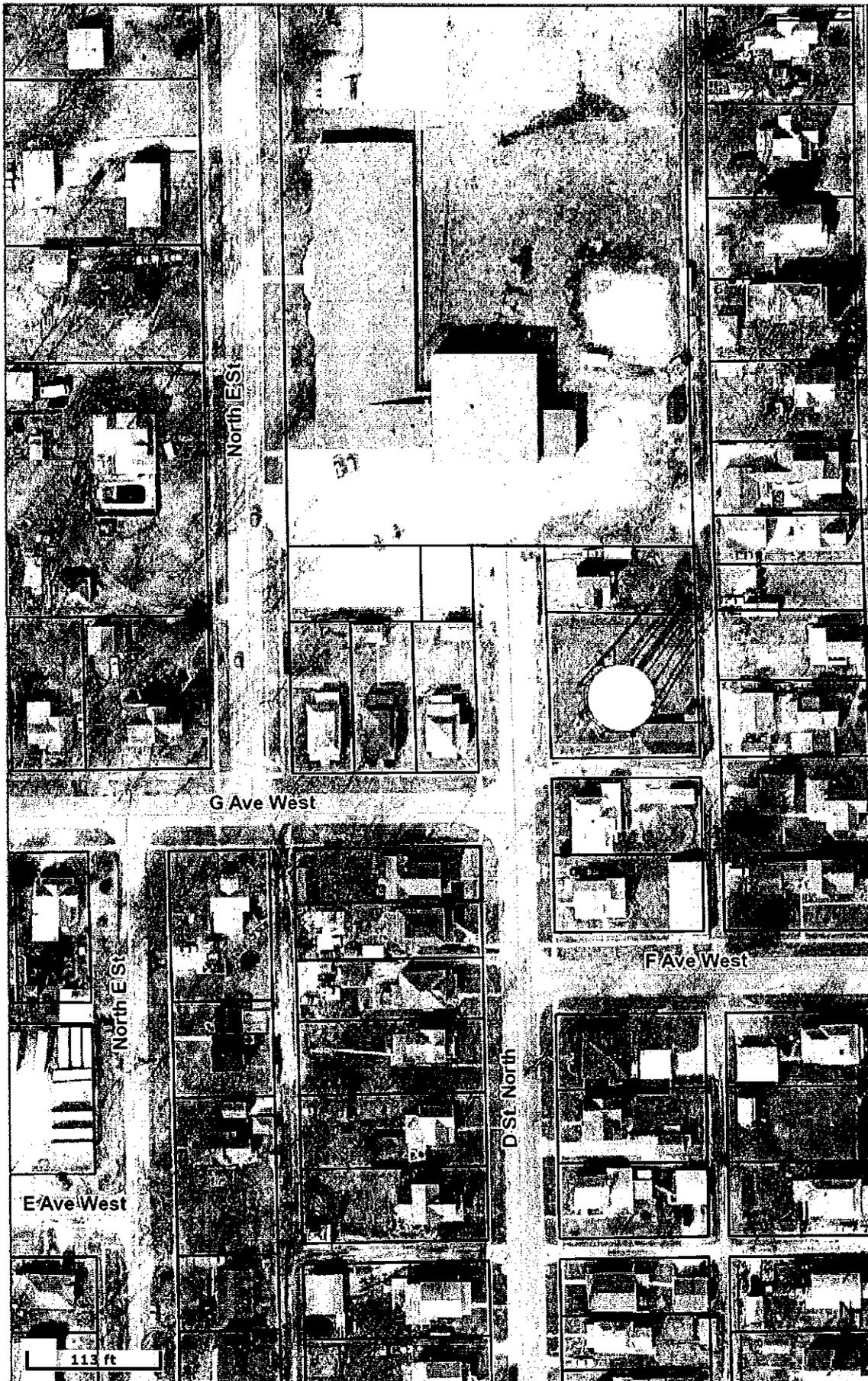
Approval of this item will result in the non-payment of the remaining \$180 assessed to the property. The funds would be received by the sanitary sewer fund.

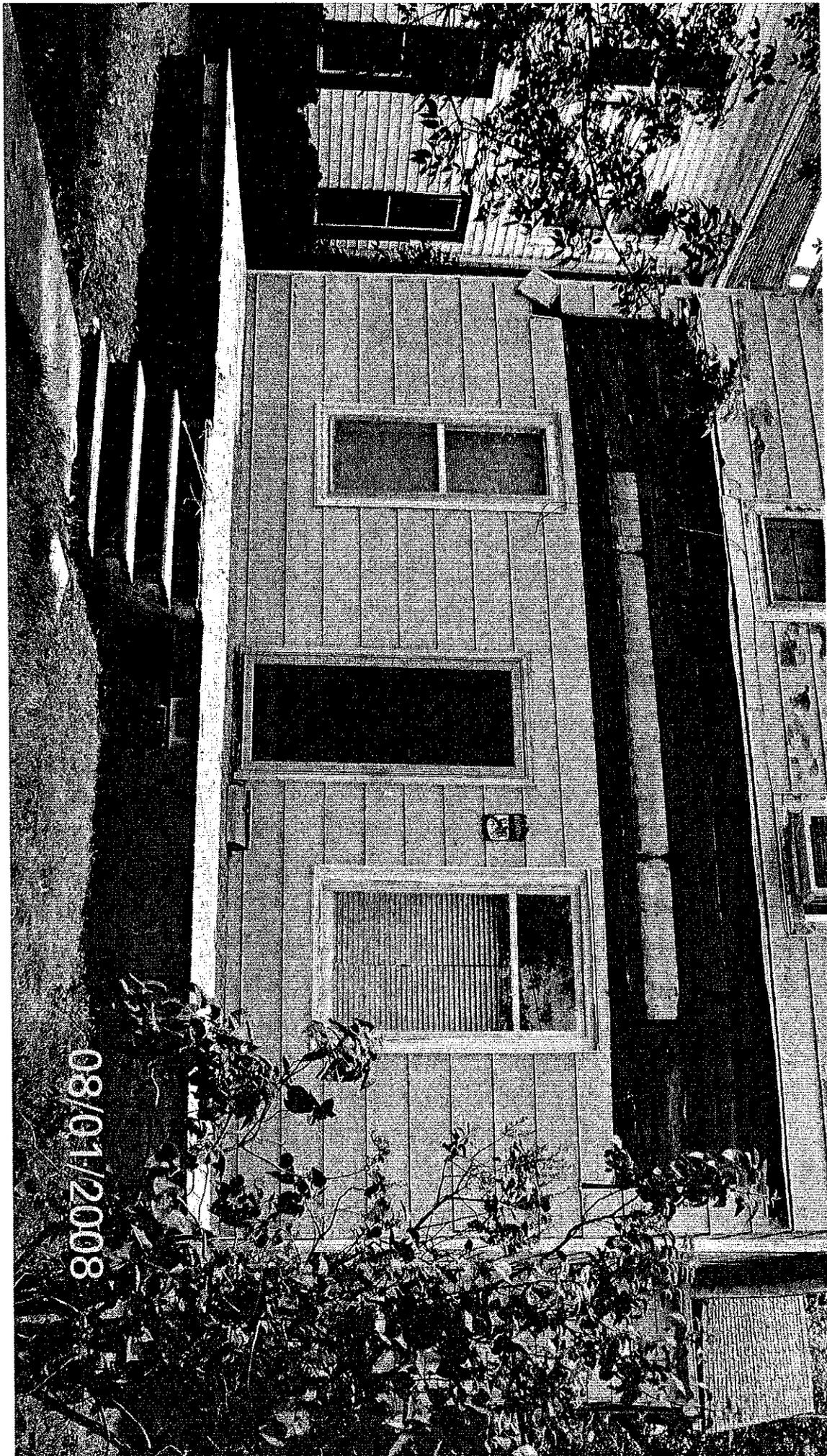
ATTACHMENTS:

1. Property location map.
2. Property picture

Legend

-  Townships
-  Corporate Limits
-  Parcels
-  Main Roads
-  Roads





08/01/2008



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: MICHAEL SCHROCK, CITY
MANAGER

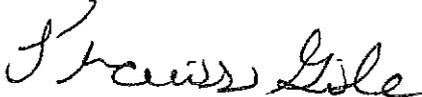
<p>ITEM TITLE: CONSENT AGENDA – ITEM 6</p> <p>Consider a motion to approve the request from the Oskaloosa High School Student Council for the Homecoming Parade.</p>
<p>EXPLANATION:</p> <p>The Oskaloosa Student Council is requesting approval for the 2012 Oskaloosa High School Homecoming Parade on Thursday, October 4, 2012, at 6:30 p.m. with lineup beginning at 5:30 p.m. They are requesting use of High Avenue East from South 3rd Street to South Market Street, South Market Street to 1st Avenue East, 1st Avenue East to South 3rd Street. Closure of South Market Street also requires approval from the Iowa Department of Transportation.</p> <p>Staff recommendation: Approve request.</p>
<p>BUDGET CONSIDERATION:</p> <p>Staff time and costs to set up barricades and police escort as part of the parade.</p> <p>ATTACHMENTS:</p> <p>Letter from Oskaloosa High School Student Council</p>

August 18, 2012

Dear Oskaloosa City Council:

The Oskaloosa High School student council is requesting to have its homecoming parade on Thursday, October 4th with line up starting at 5:30 pm and the parade beginning at 6:30 pm. For the parade we are requesting the use of High Ave East from South 3rd Street to South Market Street, South Market Street to 1st Ave East, 1st Ave East to South 3rd Street. All parade entries will disperse when they reach South 3rd Street. If you have any questions, please contact Kim Gile at 673-3407, extension 1860.

Sincerely,

Ben Rurup & Travis Gile
Co-Chairs- Homecoming Parade Committee



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: MICHAEL SCHROCK, CITY
MANAGER

ITEM TITLE: CONSENT AGENDA – ITEM 7

Consider a motion to approve the annual CROP Walk.

EXPLANATION:

The annual CROP Walk is scheduled on Sunday, October 14, 2012. The local steering committee is requesting approval to begin the walk at the new community stadium, and then proceed on into Edmundson Park. The route crosses Suffolk Road, South M Street, includes walking a short distance on South H Street, and crosses Beacon Road to enter the park. The route has changed this year due to construction on North Green Street. Attached is the required certificate of liability insurance.

Staff recommendation: Approve request.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

Letter from CROP Walk steering committee
Certificate of insurance

**Oskaloosa City Council
220 South Market Street
Oskaloosa, IA 52577**

August 8, 2012

Dear Members of the City Council,

I am writing in regard to the planned CROP Walk, which is scheduled to take place on October 14th, 2012. The local steering committee for this event is planning the walk to begin at the New Community Stadium, and then proceed on into Edmundson Park. We would be crossing Suffolk Road, South M Street, and walking a short distance on South H Street, crossing Old Beacon Road to enter the park. We will provide patrolling for the various street crossings. This route differs from previous years as we are starting at the stadium instead of the Fairgrounds as to better access the recreation trail and avoid construction on N. Green Street.

Church World Service provides us with liability insurance, a copy of which is enclosed. We are contacting the Board of Supervisors for permission to use the part of the route that is considered out of the city limits, and ask the Council for permission to use the segment lying within the city limits.

We hope you will grant us permission for this event so that we may continue with our planning. The CROP Walk is an event that does have direct impact on our community, with 25% of the proceeds staying locally via the Mahaska County Ecumenical Cupboard. The remainder of the proceeds benefit the hunger assistance programs of Church World Service throughout the globe.

Sincerely,

**Andrew Baker
812 High Ave East
Oskaloosa, IA 52577**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/13/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Waldorf Insurance 30 Prospect Street Huntington NY 11743	CONTACT NAME: PHONE (A/C No. Ext): 631-423-9500		FAX (A/C No): 631-424-3610
	E-MAIL ADDRESS:		
INSURED Church World Service 28606 Phillips St, PO Box 968 Elkhart IN 46515	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Lloyds of London - AA1126510B		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER:** 2144821759 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			F120361	4/6/2012	4/6/2013	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
COVERAGE CERTIFIED ABOVE EXTENDS TO INCLUDE THE CERTIFICATE HOLDER AS ADDITIONAL INSURED BUT ONLY WITH RESPECT TO LIABILITY ARISING OUT OF THE CROP WALK TAKING PLACE in Oskaloosa, IA on 10/14/12. Additional Insureds also include Mahaska County Board of Supervisors, Howard Groenendyk, City Courthouse, Oskalooska, IA 52577.

CERTIFICATE HOLDER City of Oskaloosa Attn: Michael Schrock, Jr. 220 South Market Street Oskalooska IA 52577	CANCELLATION 30 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

ENDORSEMENT NO. 14

INSURED: CHURCH WORLD SERVICES

Effective: 6th April 2012

It is hereby noted and agreed by that with effect from 10th August 2012 12:01 a.m. Standard Time, with respect to all activities performed by the Church World Service and its subsidiaries in accordance with the Contracts for Crop Walks the following are noted as an additional insured;

Batavia Park District, Geneva Park District, St. Charles Park District, Fox Valley Park District, Kane County Forest Preserve, Batavia Police Dept., Geneva Police Dept., St. Charles Police Dept., Aurora Police Dept., North Aurora Police Dept., and the cities of Batavia, Geneva, St. Charles, Aurora and North Aurora, their officers, employees, agents, and volunteers, and Batavia United Methodist Church, 327 W. Wilson St, Batavia IL 60510

New Hanover County Parks & Rec and The City of Wilmington, 230 Government Center Drive -- Suite 125, Wilmington NC 28403

Ottumwa Parks Department and the City of Ottumwa, its officers and employees, 101 Church St., Ottumwa, IA 52501

The City of Fresno, its officers, officials, agents, employees and volunteers, 2600 Fresno St. Rm 1098-54, Fresno, CA 93421

Board of Supervisors of Winterset, IA, 112 N John Wayne Drive, Winterset, IA 50273

City of Houston and Houston First Corporation, 510 Preston St, 4th Flr, Houston TX 77002

City of Georgetown Dept of Parks & Recreation, 113 E 8th St, Georgetown TX 78626

City of Oskaloosa, IA and Mahaska County Board of Supervisors, 220 South Market Street, Oskaloosa, IA 52577

It is further understood and agreed by Underwriters that coverage extended under this Endorsement is limited to and applies only with respect to liability assumed by written contract or agreement; this extension of coverage shall not enlarge the scope of coverage provided under this certificate or increase the Limits of Liability. Unless otherwise agreed by written contract or agreement, any coverage extended under this endorsement to the Additional Named Insured will neither precede the effective date of this certificate of coverage endorsement nor extend beyond the cancellation date.

ALL OTHER TERMS AND CONDITIONS REMAIN UNALTERED.

For And on Behalf of:

R K Harrison Insurance Brokers Limited,



Dated in London 13th August 2012



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 8

Consider a motion approving Pay Request No. 1 to Cornerstone Excavating in the amount of \$157,279.69 for work completed on the North Green Street Paving Project.

EXPLANATION:

The City of Oskaloosa has received Pay Request No. 1 from Cornerstone Excavating for work completed to date on the construction of the North Green Street Paving Project. Garden & Associates and City Staff have reviewed the Pay Request and found it to be satisfactory for work completed to date on the project. The work included in this pay estimate are: clearing & grubbing, trench foundation, concrete box culvert with end sections, concrete storm sewer pipes, pipe aprons, storm water manholes, intake structures, storm water pollution prevention plan, fence removal and reinstallation, traffic control, mobilization, and temporary access driveways.

City staff recommends Council approve Pay Request No. 1 to Cornerstone Excavating in the amount of \$157,279.69 for work completed to date on the North Green Street Paving Project.

BUDGET CONSIDERATION:

\$157,279.69 from the North Green Street Paving Project Fund.

Recommended Action: Consider approval of Pay Request No. 1 for the North Green Street Paving Project to Cornerstone Excavating in the amount of \$157,279.69.

ATTACHMENTS:

Letter from Garden & Associates
Application for Payment # 1.



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

August 24, 2012

Michael Schrock, Jr.
City Manager
City of Oskaloosa
220 South Market Street
Oskaloosa, IA 52577

Re: North Green Street Improvement Project
Oskaloosa, Iowa
G&A Project No. 5010024

Dear Michael:

Enclosed herewith are three (3) copies of Application for Payment No. 1 for Cornerstone Excavating, Inc. for the referenced project. Please review and if everything is in order, present it to the City Council for approval. If approved, please have the Mayor sign all copies and forward one to the contractor along with a check in the amount of \$157,279.69, return one to our office and keep the other for your files.

If you have any questions please don't hesitate to contact me.

Sincerely,

GARDEN & ASSOCIATES, LTD.

Robert A. Nielsen, P.E.

Enc: Pay App. No. 1 (3 copies)

RAN/ng

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA

APPLICATION FOR PAYMENT NO. 1

To: City of Oskaloosa (OWNER)
From: Cornerstone Excavating (CONTRACTOR)
Contract: North Green Street Improvement Project - Oskaloosa, Iowa
Project: North Green Street Improvement Project - Oskaloosa, Iowa
OWNER's Contract No.: ENGINEER's Project No.: 5010024
For Work Accomplished Through the Date of: 8/23/12

Table with 2 columns: Description and Amount. Rows include: 1. Original Contract Price: \$ 979,960.40; 2. Net Change by Change Orders and Written Amendments (+ or -); 3. Current Contract Price (1 plus 2): \$ 979,960.40; 4. Total Completed and Stored to Date: \$ 165,557.57; 5. Retainage (Per Agreement): 5% of Completed Work: \$ 8,277.88; 0% of Stored Material; Total Retainage: \$ 8,277.88; 6. Total Completed and Stored to Date Less Retainage (4 minus 5): \$ 157,279.69; 7. Less Previous Application for Payments: \$ -; 8. DUE THIS APPLICATION (6 MINUS 7): \$ 157,279.69

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered -- through -- inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

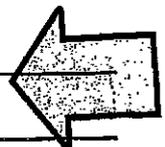
Dated: 8/24/12 By: [Signature] Cornerstone Excavating (CONTRACTOR)

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 8/24/12 By: [Signature] Garden & Associates, Inc. (ENGINEER)

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: By: City of Oskaloosa, Iowa (OWNER)



ATTACHMENT NO. 1 TO PAY REQUEST NO. 1
 NORTH GREEN STREET IMPROVEMENT
 OSKALOOSA, IOWA
 G & A PROJECT NO. 5010024

Application No. 1 Date: 8/23/2012

NO.	ITEM	UNIT PRICE	CONTRACT QUANTITY	SCHEDULE OF VALUES AMOUNT	QUANTITY COMPLETED	AMOUNT	%	MATERIAL STORED	AMOUNT COMPLETED & STORED
42	Painted Pavement Markings and Symbols, Waterborne or Solvent Based	\$1,000.00	1	LS	\$1,000.00		0%		\$0.00
43	Removal of Recreational Trail	\$5.00	290	SY	\$1,450.00		0%		\$0.00
44	Removal of Driveway	\$5.00	196	SY	\$980.00		0%		\$0.00
45	PCC Sidewalk, 4" Thick	\$30.50	770	SY	\$23,485.00		0%		\$0.00
46	Detectable Warnings	\$30.00	12	SF	\$360.00		0%		\$0.00
47	PCC Paved Driveway, 6" Thick	\$36.00	420	SY	\$15,120.00		0%		\$0.00
48	Driveway Granular	\$17.00	365	TON	\$6,205.00		0%		\$0.00
49	Pavement Removal	\$5.00	280	SY	\$1,400.00		0%		\$0.00
50	Conventional Seeding, Fertilizing, & Mulching	\$2,500.00	3.25	AC	\$8,125.00		0%		\$0.00
51	Stormwater Pollution Prevention Plan, Preparation	\$1,250.00	1	LS	\$1,250.00	1.00	100%		\$1,250.00
52	Stormwater Pollution Prevention Plan, Management	\$2,000.00	1	LS	\$2,000.00		0%		\$0.00
53	Stormwater Pollution Prevention Plan, Qualifying Rainfall Event Inspection	\$100.00	10	EA	\$1,000.00		0%		\$0.00
54	Class E Rip Rap	\$33.25	120	TON	\$3,990.00		0%		\$0.00
55	Silt Fence Installation	\$1.85	2,000	LF	\$3,700.00		0%		\$0.00
56	Removal and Reinstallation of Existing Fence	\$20.00	165	LF	\$3,300.00	165.00	100%		\$3,300.00
57	Traffic Control	\$3,750.00	1	LS	\$3,750.00	0.50	50%		\$1,875.00
58	Mobilization	\$55,000.00	1	LS	\$55,000.00	0.50	50%		\$27,500.00
59	Granular Surfacing for Temporary Access Drives - Install, Reclaim, and Dispose	\$18.00	200	TON	\$3,600.00	103.52	52%		\$1,863.36
					\$849,661.55				\$165,557.57
ALTERNATE 1:									
1	Excavation, Class 10, 12, or 13	\$6.75	1,345	CY	\$9,078.75		0%		\$0.00
2	Subgrade Preparation	\$3.50	2,200	SY	\$7,700.00		0%		\$0.00
3	Subgrade Treatment, Fly Ash	\$4.00	700	SY	\$2,800.00		0%		\$0.00
4	Subbase, Modified Subbase (Granular)	\$5.35	1,945	SY	\$10,405.75		0%		\$0.00
5	Compaction Testing	\$750.00	1	LS	\$750.00		0%		\$0.00
6	Trench Compaction Testing	\$750.00	1	LS	\$750.00		0%		\$0.00
7	Storm Sewer, Trenched, RCP, 15"	\$31.80	904	LF	\$28,747.20		0%		\$0.00
8	Subdrain, Perforated PE, 4"	\$6.50	1,000	LF	\$6,500.00		0%		\$0.00
9	Subdrain Outlets and Connections, CMP, 4"	\$100.00	4	EA	\$400.00		0%		\$0.00
10	SW-401 Circular Storm Sewer Manhole, 48" I.D.	\$1,850.00	1	EA	\$1,850.00		0%		\$0.00
11	SW-501 Single Grate Intake	\$2,115.00	1	EA	\$2,115.00		0%		\$0.00
12	SW-503 Single Grate Intake w/ Manhole	\$2,700.00	1	EA	\$2,700.00		0%		\$0.00
13	Macadam Stone Base	\$18.75	55	TON	\$1,031.25		0%		\$0.00
14	Granular Surfacing on Road, Class "A" Crushed Stone	\$17.00	35	TON	\$595.00		0%		\$0.00
15	PCC Pavement, 8" Thick	\$29.45	1,722	SY	\$50,712.90		0%		\$0.00
16	PCC Pavement Samples and Testing	\$1,000.00	1	LS	\$1,000.00		0%		\$0.00
17	PCC Paved Driveway, 6" Thick	\$36.00	18	SY	\$648.00		0%		\$0.00
18	Driveway, Granular	\$17.00	20	TON	\$340.00		0%		\$0.00
19	Conventional Seeding, Fertilizing, and Mulching	\$2,500.00	0.5	AC	\$1,250.00		0%		\$0.00
20	Silt Fence Installation	\$1.85	500	LF	\$925.00		0%		\$0.00
					\$130,298.85				\$0.00
					\$979,960.40				\$165,557.57
SUBTOTAL - ALTERNATE 1 TOTAL									

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: Sep 4, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 9

Consider a motion approving Payment #2 (final) in the amount of \$6,260.98, approving the final retainage amount of \$13,919.55 to Norris Asphalt Paving Company; Change Order No. 1 – Final Adjustment of Quantities for a net decrease of \$43,243.49; and approval of the resolution accepting the work of Norris Asphalt Paving Company for completion of the Highway 432 Pavement Rehabilitation Project.

EXPLANATION:

Norris Asphalt Paving Company has completed the Highway 432 Pavement Rehabilitation Project in accordance with the contract documents. This project involved asphalt pavement rehabilitation on Highway 432 and shoulder stabilization around the roundabout. The total cost of the completed work is \$278,391.01. Change Order No. 1 – Final Adjustment of Quantities is for a net decrease of \$43,243.49 to the original contract sum of \$321,634.50 awarded at the May 21, 2012, City Council meeting.

With City Council approval, this project will be accepted as complete, and Payment # 2 will be released in the amount of \$6,260.98. The retainage, in the amount of \$13,919.55, will only be released to the contractor 30 days after acceptance if no claims have been filed against the project. The work included in this pay estimate includes pavement marking. The attached pay request for work completed on this project has been reviewed by staff and is recommended for payment.

BUDGET CONSIDERATION:

\$6,260.98 for Pay Request #2 and \$13,919.55 for final retainage from the Highway 432 Pavement Rehabilitation Project fund.

Recommended Action: Consider approval of Pay Request #2 in the amount of \$6,260.98 and releasing the final retainage amount of \$13,919.55 to Norris Asphalt Paving Company 30 days after acceptance, Change Order No. 1 Final Adjustment of Quantities for a net decrease of \$43,243.49; and approval of the resolution accepting the work for the Highway 432 Pavement Rehabilitation Project.

ATTACHMENTS:

Resolution, Statement of Project completion, Application for Payment #2, Change Order #1.

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE WORK OF NORRIS ASPHALT PAVING COMPANY
FOR THE HIGHWAY 432 PAVEMENT REHABILITATION PROJECT

WHEREAS, the City of Oskaloosa, Iowa entered into a contract with Norris Asphalt Paving Company for the "Highway 432 Pavement Rehabilitation Project" (will be known as the "Project"); and

WHEREAS, the work has been duly completed on this project in substantial compliance with the plans, specifications, and contract documents; and

WHEREAS, the total cost of the completed work is \$278,391.01; and

WHEREAS, Change order No. 1 – Final Adjustment of Quantities is for a net decrease of \$43,243.49 to the original contract sum of \$321,634.50; and

WHEREAS, this project involved asphalt pavement rehabilitation and shoulder stabilization; and

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

Section 1. That it is hereby found and determined that the work of the Highway 432 Pavement Rehabilitation Project, been duly and fully completed by the contractor in accordance with the terms of the contract and the same is hereby accepted and approved.

Section 2. That it is hereby found and determined that the total cost of said project is in the amount of \$278,391.01: We have shown a retainage of \$13,919.55. This amount should be released to the Contractor 30 days after acceptance of the project if no claims have been filed.

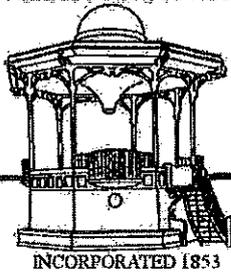
Section 3. That all amounts due to the contractor are hereby ordered to be paid in accordance with the contract procedures prescribed by the Code of Iowa.

Section 4. That all resolutions or parts of resolutions in conflict herewith be, and the same, are hereby repealed to the extent of such conflict.

PASSED AND APPROVED the _____ day of September, 2012.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk



City of Oskaloosa

Department of Public Works

804 South D Street, Oskaloosa, IA-52577

Phone: (641) 673-7472

Facsimile: (641) 673-3733

www.oskaloosaiowa.org

STATEMENT OF PROJECT COMPLETION

Project: Highway 432 Pavement Rehabilitation

Contractor: Norris Asphalt Paving Company
14242 Terminal Ave,
Ottumwa, IA-52501

Inspected by: Nate Willey, E.I.T., Engineer Technician
Akhilesh Pal, P.E., City Engineer

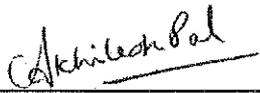
The ENGINEER has inspected the completed project and determined the work performed is in compliance with the terms of the project documents.

Date of Final Inspection 8/22/2012

The total cost of the completed work is \$278,391.01. (See Pay Estimate No. 2 for tabulation of final quantities.)

This statement is made to the best of my knowledge, information and belief.

Acceptance by ENGINEER:

By: 

Title: City Engineer

Date: 8/23/2012



Date: 8/22/2012

Application No. 2

Attachment No.1 to Pay Estimate No. 2
 Highway 432 Pavement Rehabilitation project
 Contractor: Norris Asphalt Paving Co.

No.	Item	Unit Price	Contract Quantity		Schedule of Values Amount	Pay Application #1 Totals	Pay Application #2 Totals	Final Quantity Completed	Final Amount	%	Quantity Difference	Amount Adjustment
			Quantity	Unit								
1	Mobilization	\$10,000.00	1	LS	\$10,000.00	\$10,000.00	\$0.00	1	\$10,000.00	100%	0	\$0.00
2	HMA Overlay	\$103.15	1,540	Ton	\$158,851.00	\$148,828.95	\$0.00	1,442.84	\$148,828.95	94%	-97.16	-\$10,022.05
3	HMA Pavement Samples and Testing	\$2,000.00	1	LS	\$2,000.00	\$2,000.00	\$0.00	1	\$2,000.00	100%	0	\$0.00
4	Full Depth PCC Patches	\$95.00	400	SY	\$38,000.00	\$6,776.35	\$0.00	71.33	\$6,776.35	18%	-328.67	-\$31,223.65
5	Milling	\$5.50	8,620	SY	\$47,410.00	\$47,410.00	\$0.00	8,620	\$47,410.00	100%	0	\$0.00
6	Granular Surfacing	\$27.45	100	TON	\$2,745.00	\$0.00	\$0.00	0	\$0.00	0%	-100	-\$2,745.00
7	Painted Pavement Markings	\$65.00	126.5	STA	\$8,222.50	\$0.00	\$6,090.50	93.7	\$6,090.50	74%	-32.8	-\$2,132.00
8	Painted Symbols	\$125.00	4	EA	\$500.00	\$0.00	\$500.00	4	\$500.00	100%	0	\$0.00
9	Traffic Control	\$16,000.00	1	LS	\$16,000.00	\$16,000.00	\$0.00	1	\$16,000.00	100%	0	\$0.00
10	Landscaping Rock	\$65.00	50	Ton	\$3,250.00	\$3,264.95	\$0.00	50.23	\$3,264.95	100%	0.23	\$14.95
11	HMA Shoulder	\$72.20	480	SY	\$34,656.00	\$34,720.26	\$0.00	480.89	\$34,720.26	100%	0.89	\$64.26
12	Fabric Matting	\$7.00	0	LF	\$0.00	\$2,800.00	\$0.00	400	\$2,800.00	100%	400	\$2,800.00
TOTAL					\$321,634.50	\$271,800.51	\$6,590.50		\$278,391.00		Grand Total:	\$278,391.01

Note: Total Schedule of Values Amount should equal the current Contract Price.

APPLICATION FOR PAYMENT NO. 2

To: City of Oskaloosa (JURISDICTION)
From: Norris Asphalt Paving Company (CONTRACTOR)
Contract: _____
Project: Highway 432 Pavement Rehabilitation Project
JURISDICTION'S Contract No. _____ ENGINEER'S Project No. _____
For Work Accomplished Through the Date of: 8-22-2012

1.	Original Contract Price:	<u>\$ 321,634.50</u>
2.	Net Change by Change Orders and Written Amendments (+ or -):	<u>\$ 0</u>
3.	Current Contract Price (1 plus 2):	<u>\$ 321,634.50</u>
4.	Total Completed and Stored to Date:	<u>\$ 278,391.01</u>
5.	Retainage (Per Agreement):	
	5% of Completed Work:	<u>\$ 13,919.55</u>
	0% of Stored Material:	<u>\$ 0</u>
	Total Retainage:	<u>\$ 13,919.55</u>
6.	Total Completed and Stored to Date Less Retainage (4 minus 5):	<u>\$ 264,471.46</u>
7.	Less Previous Application for Payments:	<u>\$ 258,210.48</u>
8.	DUE THIS APPLICATION (6 MINUS 7):	<u>\$ 6,260.98</u>

Accompanying Documentation: Attachment No. 2 to Pay Estimate No. 2

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from JURISDICTION on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered – through – inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to JURISDICTION at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to JURISDICTION indemnifying JURISDICTION against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is **requested**.

Dated: _____

Norris Asphalt Paving Inc.
(CONTRACTOR)
By: 
Robert T. Kutz, Controller

Payment of the above AMOUNT DUE THIS APPLICATION is **recommended**.

Dated: _____

Akhilesh Pal, P.E.
(ENGINEER)
By: _____

Payment of the above AMOUNT DUE THIS APPLICATION is **approved**.

Dated: _____

City of Oskaloosa, Iowa
(JURISDICTION)
By: _____

CHANGE ORDER

No. 1

DATE OF ISSUANCE: 8-23-2012 EFFECTIVE DATE: 8-23-2012

JURISDICTION: City of Oskaloosa

CONTRACTOR: Norris Asphalt Paving Company

Contract: _____

Project: Highway 432 Mill and Overlay

JURISDICTION'S Contract No. _____ ENGINEER'S Contract No. _____

ENGINEER: Akhilesh Pal, P.E.

You are directed to make the following changes in the Contract Documents:

Description: Final quantity adjustment and include 400 LF of Fabric Matting to the materials list at \$7.00/LF

Reason:

1. Adjust contract amount to reflect actual quantities incorporated into the project.
2. The asphalt matting was used to cover large cracks in the concrete pavement prior to placement of the asphalt overlay in order to reduce possible reflective cracking

Attachments: None

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>321,634.50</u>
Net Increase (Decrease) from previous Change Orders No. <u>1</u> to <u>1</u> : \$ <u>(43,243.49)</u>
Contract Price prior to this Change Order: \$ <u>321,634.50</u>
Net Increase (Decrease) of this Change Order: \$ <u>(43,243.49)</u>
Contract Price with all approved Change Orders: \$ <u>278,391.01</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: _____ Ready for final payment: <u>20 Working Days</u>
Net change from previous Change Orders No. _____ to _____: Substantial Completion: _____ Ready for final payment: <u>0 Working Days</u>
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for final payment: <u>20 Working Days</u>
Net Increase (Decrease) this Change Order: Substantial Completion: _____ Ready for final payment: <u>0 Working Days</u>
Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for final payment: <u>20 Working Days</u>

RECOMMENDED:

APPROVED:

ACCEPTED:

By: _____
ENGINEER (Authorized Signature)

By: _____
JURISDICTION (Authorized Signature)

By: _____
CONTRACTOR (Authorized Signature)

Date: _____

Date: _____

Date: _____

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: PUBLIC HEARINGS

Consider a resolution levying a special assessment against private property for weed cutting by the City of Oskaloosa, Iowa in accordance with Section 8.20 of the city code of the City of Oskaloosa, Iowa. (PUBLIC HEARING)

EXPLANATION:

This is the time for the public hearing on levying a special assessment against private property for weed cutting as outlined in Exhibit A. Certified notices were sent to each property owner and a notice was published in the Oskaloosa Herald.

Staff recommends opening the public hearing, receive oral and written comments, close hearing and approve resolution.

BUDGET CONSIDERATION:

\$250 revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the City.

ATTACHMENTS:

Resolution
Exhibit A

RESOLUTION NO. _____

RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR CUTTING AND REMOVAL OF WEEDS BY THE CITY OF OSKALOOSA, IOWA, IN ACCORDANCE WITH TITLE 8, CHAPTER 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA.

WHEREAS, the City of Oskaloosa, Iowa did cut and remove weeds and brush from private properties listed in Exhibit "A" attached hereto and by this reference incorporated within; and

WHEREAS, the City Council of the City of Oskaloosa, Iowa is empowered to levy such assessment as may be appropriate against said properties for such cutting and removal of weeds and brush by Title 8, Chapter 8.20 of the City Code of the City of Oskaloosa, Iowa; and

WHEREAS, hearing on said assessments was duly scheduled for the 4th day of September, 2012 at 6:30 p.m., proper notice of said hearing was given; and

WHEREAS, hearing before the City Council of the City of Oskaloosa, Iowa was held at the above mentioned date and time, and all objections to said assessments were heard; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oskaloosa, Iowa that special assessments for the cutting and removal of weeds and brush are hereby levied against the properties described in Exhibit "A" unless said special assessments are paid in full within thirty days. All unpaid assessments will draw annual interest at nine per cent computed to the December 1st next following the due dates. The unpaid assessments shall constitute a lien against the property and shall be collected by the County Treasurer in the same manner as other taxes. Any assessments that exceed one hundred dollars may be paid in ten installments.

PASSED AND APPROVED this 4th day of September, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

EXHIBIT "A"
2012 WEED CUTTING ASSESSMENTS
JUNE 2012

OWNER	ADDRESS/LEGAL	DATE REMOVED	COST
Scott E Kinzebach Parcel ID 1024280018	916 South Market Street N 50' Lot B & Lots 11 & 12 SD Lot 4 SE NE	6/19/2012	\$250.00

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: CITY COUNCIL

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve at-large).
- d) Planning and Zoning Commission – One vacancy to fill an unexpired term that ends April 30, 2014. This is a seven member commission. (5 males and 1 female currently serve).
- e) Library Board – Two vacancies to fill approved and appointed by the Mayor with City Council approval for unexpired terms that end June 30, 2015. This is nine member board. (3 males and 4 females currently serve).
- f) Board of Adjustment - One vacancy to fill approved and appointed by the City Council for an unexpired term that ends December 31, 2016. This is a five member board that meets as needed. (4 males current serve).
- g) Mahaska County Solid Waste Management Commission - Five members to fill one year terms that expire December 31, 2013. Two members will be appointed to the Ad Hoc Recycling

Committee. This is a five member board that meets once a month. (2 males and 1 female currently serve).

EXPLANATION:

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.

BUDGET CONSIDERATION:

Not applicable, report(s) only.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS

Consider appointment of an individual to the Library Board.

EXPLANATION:

There are two vacancies on the Library Board for terms that end June 30, 2015. An application for appointment has been received from Sally Posovich. Currently four females and three males serve on the board. Appointments to the Library Board are made by the Mayor with City Council approval. The appointment complies with the gender balance requirement.

Recommended Action: Consider appointment of Sally Posovich to the Library Board for a term ending June 30, 2015.

BUDGET CONSIDERATION

Not applicable.

ATTACHMENTS: Application from Sally Posovich.

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Sally Posovich DATE: 8/22/12

ADDRESS: 1102 9th Ave E

PHONE NO. (Day) 644 673 4863 (Evening)

BOARD OR COMMISSION APPLYING FOR: Library

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

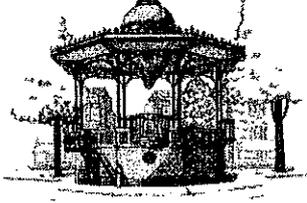
WHY INTERESTED: Was asked to apply. Have always been involved in our library as user and advocate

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: Served on board once before, served several years on "Friends" board

OTHER CIVIC EXPERIENCE: Sr. Citizen Board, Symphony Board, Oskyo Retirement Homes Board currently. Have been on Y Board, Head Start Board 20 yrs on Human Services Resource Board, still help w/their biggest annual project.

PLEASE RETURN TO THE CITY CLERK'S OFFICE

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa by amending sections 10.24.020, 10.24.030, and 10.24.060 pertaining to Stop and Yield requirements for Stop intersections, Four-way intersections, and School stops. (2nd reading)

EXPLANATION:

The Public Works Department received a request from the Oskaloosa Community School District for School stops at the intersection of South 7th Street and 5th Avenue East. The school has indicated that Webster Elementary will be their new location for pre-school consortium and the YMCA daycare. This will result in increased traffic and will require additional safety. Presently the school uses the part-time folding stop sign at Orchard Avenue. The use of part-time folding stop signs does not conform to either the Code of Iowa or the Manual on Uniform Traffic Control Devices.

There was only one reported crash at the intersection of South 7th Street and 5th Avenue West during the three year period of 2009, 2010, and 2011, which was a left-turn crash and resulted in an injury. There were no reported crashes at the intersection of Orchard Avenue and easternmost driveway entering the Oskaloosa Elementary School during the three year period of 2009, 2010 and 2011. Staff will monitor the traffic volumes, crash history and violations for both of these locations.

Staff is recommending that both the existing and proposed School stop locations be designated as an all-way stop intersection.

BUDGET CONSIDERATION:

There will be minimal impact to the City Budget for installing these traffic control signs.

RECOMMENDED ACTION: Approve the second reading of the ordinance.

ATTACHMENTS:

Letter from Oskaloosa Community School District and Ordinance.

OSKALOOSA COMMUNITY SCHOOL DISTRICT

Administration Center

Box 710

Oskaloosa, Iowa 52577

Phone: 641-673-8345

Fax: 641-673-8370

August 2, 2012

Michael Schrock
City Manager
Oskaloosa, Iowa 52577

To Mr. Michael Schrock and the Oskaloosa City Council:

The Oskaloosa Community School District would like to request a temporary stop sign at the corner of South 7th Street and 5th Avenue East. This stop sign would be set up by district custodians between the hours of 6AM and 4PM on school days.

Webster Elementary will be the location for our new Pre-School consortium and the YMCA Daycare. Pre-School students will come from Kids Corner, YMCA, Head Start, and the Oskaloosa CSD Pre-School. There will be increased traffic from parents dropping off and picking up their children throughout the day. A temporary stop sign at this location would provide additional safety at this busy intersection. If you would like to contact me in this regard, feel free to call me at 673-8345. We appreciate your consideration on this matter.

Sincerely,



Russell Reiter
Superintendent
Oskaloosa Community School District

OSKALOOSA COMMUNITY SCHOOL DISTRICT

Administration Center

Box 710

Oskaloosa, Iowa 52577

Phone: 641-673-8345

Fax: 641-673-8370

August 14, 2012

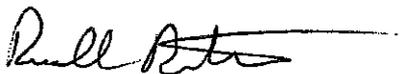
Michael Schrock
City Manager
Oskaloosa, Iowa 52577

To Mr. Michael Schrock and the Oskaloosa City Council:

The Oskaloosa Community School District would like to request a temporary stop sign at the corner of Orchard Avenue and Elementary Drive. This intersection is directly south of the Oskaloosa Elementary School. This stop sign would be set up by district custodians between the hours of 6AM and 4PM on school days.

A temporary stop sign at this location would provide additional safety at this busy intersection. If you would like to contact me in this regard, feel free to call me at 673-8345. We appreciate your consideration on this matter.

Sincerely,



Russell Reiter
Superintendent
Oskaloosa Community School District

*Mission: Empower all students for success.
Equal Education and Employment Opportunities
R/C/R/S/NO/SO/GI/D
Affirmative Action Employer*

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, FOUR-WAY STOP INTERSECTIONS AND SCHOOL STOPS.

BE IT ENACTED by the City Council of the City of Oskaloosa, Iowa:

SECTION 1. Section 10.24.020, STOP INTERSECTIONS is amended by adding the following:

94. Orchard Avenue. Vehicles traveling east and west on Orchard Avenue shall stop at its intersection with the easternmost driveway entering the Oskaloosa Elementary School.

SECTION 2. Section 10.24.030, FOUR-WAY STOP INTERSECTIONS is amended by adding the following:

15. South Seventh Street and Fifth Avenue West;

SECTION 3. Section 10.24.060, SCHOOL STOPS is amended by deleting this section on its entirety and substituting the following in lieu thereof:

- 10.24.060, SCHOOL STOPS. Reserved.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the _____ day of _____ 2012, and approved this _____ day of _____ 2012.

David Krutzfeldt, Mayor

ATTEST: _____

Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2012.

Signed _____

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: City Council

ITEM TITLE:

Consider an ordinance amending Oskaloosa Municipal Code Section 10.42 Operation of Golf Carts Upon City Streets and Article II. (Sections 10.80.050, 10.80.060 and 10.80.070) Permits for Golf Carts. (1st reading)

EXPLANATION:

At the request of the public, the city council is considering changes to the Oskaloosa Municipal Code (OMC) as it relates to the operation of golf carts upon city streets.

The Public Safety Committee met on August 28, 2012 to discuss the request by the public. The following is a list of notable changes to the OMC including but not limited to:

1. Golf carts to be driven on city streets shall be registered with the Chief of Police, be permitted and display city issued decals as required;
2. Golf carts to be driven on city streets shall have minimum liability insurance coverage of \$500,000 per person or \$1,000,000 per accident;
3. Golf carts can park upon city streets, but must follow existing parking rules and regulations;
4. The number of restricted streets for golf cart operations has been reduced;
5. A golf cart can be registered with the city by an 18 year old, but driven by a 16 year old; and
6. Article II. – Permits For Golf Carts is deleted in its entirety.

BUDGET CONSIDERATION:

There is minimal financial impact anticipated with the adoption of this item. Costs will include OMC updates, decals and staff time to permit the golf carts.

ATTACHMENTS:

1. Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE CHAPTER 10.42, OPERATION OF GOLF CARTS UPON CITY STREETS AND ARTICLE II. PERMITS FOR GOLF CARTS, SECTIONS 10.80.050, 10.80.060, 10.80.070, FOR THE PURPOSE OF MODIFYING GOLF CART REGULATIONS WITHIN THE CITY

BE IT ENACTED by the City Council of the City of Oskaloosa, Iowa:

SECTION 1. Chapter 10.42 is amended by adding and deleting the following language to each section:

Chapter 10.42 - ~~OPERATION OF GOLF CARTS UPON CITY STREETS~~

Sections:

- [10.42.010 - Purpose.](#)
- [10.42.020 - Rules of operation.](#)
- [10.42.030 - Restrictions on use.](#)
- [10.42.040 - Permits required](#)
- [10.42.050 - Proof of insurance required](#)
- [10.42.060 - Transfer](#)
- [10.42.070 - Display](#)
- [10.42.080 - Penalties](#)

10.42.010 - Purpose.

The purpose of this chapter is to facilitate and allow the safe operation of golf carts upon certain streets and the multi-use recreation trail within the city and to enact rules and regulations for the operation thereof.

10.42.020 - Rules of operation.

The following rules shall apply to the operation of golf carts within the city:

A. Golf carts may be operated on city streets unless otherwise prohibited by the Code of Iowa as now existed or hereafter amended or by the provisions of this chapter.

B. Golf carts may be operated only by persons who possess a valid motor vehicle operator's license issued by a state licensing authority.

~~A. Golf carts may be operated on city streets only by persons possessing a valid motor vehicle~~

~~license.~~

C. Golf carts operated upon city streets shall be registered with the chief of police or his designee and display required identification as provided herein.

~~B~~D. Golf carts may be operated on city streets from sunrise to sunset, regardless of whether the golf cart is equipped with lights.

~~C~~E. ~~Any~~ gGolf carts operated upon a city street shall be equipped with a slow moving vehicle sign on the back thereof as well as a bicycle safety flag, and all carts shall have adequate brakes.

~~A~~F. gGolf carts operated upon a city street only for the purpose of crossing the street ~~at or near a ninety percent angle and not otherwise operated upon a city street~~ shall not be required to be equipped with a slow-moving vehicle sign and a bicycle safety flag as otherwise herein required.

~~D~~G. ~~Except when executing a left turn,~~ gGolf carts shall be driven as close as practical to the right-hand edge of any street, except when executing a left turn.

~~E~~H. Golf carts shall yield the right-of-way to other motor vehicles and pedestrians at all uncontrolled intersections regardless of the dictates of Section 321.319 of the Code of Iowa.

~~F. Golf carts shall not be parked on any city street.~~

I. Golf carts may be parked upon any city street within the City of Oskaloosa Iowa, subject to the same terms and conditions applicable to the parking of automobiles and other motor vehicles, with the exception that golf carts may not park upon any street within the City of Oskaloosa where their operation is otherwise prohibited by city ordinance or the provisions of the Code of Iowa as now existing or hereafter amended.

~~G~~J. Golf carts shall operate in single file.

~~H. Golf carts are not subject to the registration provisions of Chapter 321, Code of Iowa.~~

10.42.030 - Restrictions on use.

Golf carts shall not operate on the following city streets:

- A. A Avenue from east city limits to west city limits;
- B. Market Street from north city limits to south city limits;
- C. Seventeenth Street from A Avenue East to south city limits;
- ~~D. Third Avenue from Seventeenth Street to west city limits;~~
- ~~E. Fifteenth Avenue East from South Eleventh Street to Market Street;~~
- ~~F. Eleventh Street from J Avenue East to Fifteenth Avenue East;~~
- ~~G. Third Street from East Glendale Road to Sixth Avenue East.~~

10.42.040 - Permit required.

A. It is the duty of the owner or any operator of a motorized golf cart that is operated on city streets and on the multi-use recreation trail to register the golf cart with the chief of police or his designee. The owner or operator shall pay an administrative fee with the permit application, in an amount to be adopted by the annual resolution of the city council. Two numerical decals shall be issued upon registration and a record of each motorized golf cart number along with the name and address of the owner shall be maintained by the city clerk. It shall be a violation of this section to place the decals onto another cart whose owner has not registered the vehicle with the city clerk. Only persons eighteen years of age or older may register a golf cart. Drivers of a golf cart must be sixteen years of age and have a valid driver's license. The owner shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The golf cart shall comply with all requirements of state law necessary for the cart to be driven on a public street.

10.80.050 - Proof of insurance required.

A cart owner seeking a permit shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The owner must annually file an update with the City Clerk confirming that the insurance coverage remains in force and effect.

10.80.060 - Transfer.

The registration and fee shall be effective until the cart is sold or the ownership is otherwise transferred. The golf cart shall be registered and a new permit obtained whenever the ownership of the cart changes. When a golf cart owner obtains a new golf cart, then a new registration, permit fee and permit shall be obtained.

10.80.070 - Display.

The numerical permit numbers shall be displayed by the owner or any user of the golf cart in a manner as to be fully visible at all times, on the front and rear of the golf cart. It is a violation of this section for the owner to use or permit a cart to be used without this display and it is a violation for any user of a golf cart to operate a golf cart on the trail without the display of the valid permit numerals.

10.80.080 - Penalties.

A violation of the provisions of this chapter shall be punishable by a civil penalty in the amount of \$100.00.

SECTION 2. Article II – Permits For Golf Carts; Sections 10.80.050, 10.80.060 and 10.80.070 is hereby deleted in its entirety as noted below:

~~ARTICLE II. – PERMITS FOR GOLF CARTS~~

~~10.80.050 – Required;
10.80.060 – Transfer;
10.80.070 – Display;~~

~~10.80.050 – Required.~~

~~A.— It is the duty of the owner or any operator of a motorized golf cart that is operated on the trail to register the golf cart with the chief of police or his designee. The owner or operator shall pay an administrative fee with the permit application, in an amount to be adopted by the annual resolution of the city council. Two numerical decals shall be issued upon registration and a record of each motorized golf cart number along with the name and address of the owner, shall be maintained by the city clerk. It shall be a violation of this section to place the decals onto another cart whose owner has not registered the vehicle with the city clerk. Only persons eighteen years of age or older may register a golf cart. Drivers of a golf cart must be sixteen years of age and have a valid driver's license. The owner shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The golf cart shall comply with all requirements of state law necessary for the cart to be driven on a public street.~~

~~(Ord. No. 1305, § 1, 5-2-2011)~~

~~10.80.060 – Transfer.~~

~~The registration and fee shall be effective until the cart is sold or the ownership is otherwise transferred. The golf cart shall be registered and a new permit obtained whenever the ownership of the cart changes. When a golf cart owner obtains a new golf cart, then a new registration, permit fee and permit shall be obtained.~~

~~(Ord. No. 1305, § 1, 5-2-2011)~~

~~10.80.070 – Display.~~

~~The numerical permit numbers shall be displayed by the owner or any user of the golf cart in a manner as to be fully visible at all times, on the front and rear of the golf cart. It is a violation of this section for the owner to use or permit a cart to be used without this display and it is a violation for any user of a golf cart to operate a golf cart on the trail without the display of the valid permit numerals.~~

~~(Ord. No. 1305, § 1, 5-2-2011)~~

SECTION 3. WHEN EFFECTIVE. This amendment to the ordinances shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the _____ day of _____ 2012, and approved this _____ day of _____ 2012.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2012.

Signed



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider an ordinance amending Oskaloosa City Code Section 10.42.020 relative to parking of golf carts on city streets. (2nd reading)

EXPLANATION:

While city ordinances allow generally for the operation of golf carts upon city streets unless prohibited by state law, Section 10.42.020 of the Oskaloosa City Code prohibits the parking of golf carts upon city streets. Several council members have expressed a desire to see the City Code amended to allow the parking of golf carts upon city streets.

BUDGET CONSIDERATION:

This item is revenue neutral, or may result in the receipt of monetary penalties from persons for their non-compliance with city ordinances.

ATTACHMENTS:

Ordinance amending Section 10.42.020

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE BY AMENDING THE PROVISIONS OF SECTION 10.42.020 RELATIVE TO PARKING GOLF CARTS UPON CITY STREETS

BE IT ENACTED by the City Council of the City of Oskaloosa, Iowa:

SECTION 1. Section 10.42.020 is amended by deleting current section 10.42.020 (F) which states "Golf carts shall not be parked on any city street" and inserting in lieu thereof the following:

"F. Golf carts may be parked upon any city street within the City of Oskaloosa Iowa, subject to the same terms and conditions applicable to the parking of automobiles and other motor vehicles, with the exception that golf carts may not park upon any street within the City of Oskaloosa where their operation is otherwise prohibited by provisions of the Code of Iowa as now existing or hereafter amended."

SECTION 2. 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 _____ 2012,
and approved this _____ day of _____ 2012.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2012.

Signed

Oskaloosa, Iowa, Code of Ordinances >> Title 10 - VEHICLES AND TRAFFIC >> Chapter 10.42 - OPERATION OF GOLF CARTS UPON CITY STREETS >>

Chapter 10.42 - OPERATION OF GOLF CARTS UPON CITY STREETS

Sections:

10.42.010 - Purpose.

10.42.020 - Rules of operation.

10.42.030 - Restrictions on use.

10.42.010 - Purpose.

The purpose of this chapter is to facilitate and allow the safe operation of golf carts upon certain streets within the city and to enact rules and regulations for the operation thereof.

(Ord. No. 1279, § 2, 12-21-2009)

10.42.020 - Rules of operation.

The following rules shall apply to the operation of golf carts within the city:

- A. Golf carts may be operated on city streets only by persons possessing a valid motor vehicle license.
- B. Golf carts may be operated on city streets from sunrise to sunset, regardless of whether the golf cart is equipped with lights.
- C. Any golf cart operated upon a city street shall be equipped with a slow moving vehicle sign on the back thereof as well as a bicycle safety flag, and all carts shall have adequate brakes.
- A. golf cart operated upon a city street only for the purpose of crossing the street at or near a ninety percent angle and not otherwise operated upon a city street shall not be required to be equipped with a slow-moving vehicle sign and a bicycle safety flag as otherwise herein required.
- D. Except when executing a left turn, golf carts shall be driven as close as practical to the right-hand edge of any street.
- E. Golf carts shall yield the right-of-way to other motor vehicles at all uncontrolled intersections regardless of the dictates of Section 321.319 of the Code of Iowa.
- F. Golf carts shall not be parked on any city street.
- G. Golf carts shall operate in single file.
- H. Golf carts are not subject to the registration provisions of Chapter 321, Code of Iowa.

(Ord. No. 1279, § 2, 12-21-2009)

10.42.030 - Restrictions on use.

Golf carts shall not operate on the following city streets:

- A. A Avenue from east city limits to west city limits;
- B. Market Street from north city limits to south city limits;

- C. Seventeenth Street from A Avenue East to south city limits;
- D. Third Avenue from Seventeenth Street to west city limits;
- E. Fifteenth Avenue East from South Eleventh Street to Market Street;
- F. Eleventh Street from J Avenue East to Fifteenth Avenue East;
- G. Third Street from East Glendale Road to Sixth Avenue East.

(Ord. No. 1279, § 2, 12-21-2009)



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: COUNCIL
APPOINTED STAFF

ITEM TITLE: REPORT ON ITEMS FROM CITY STAFF.

- a) City Manager.
 - i. Update on the Highway 63 improvement project
- 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.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: CITY COUNCIL

**ITEM TITLE: 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 Committee for review and discussion.

Mahaska County Conference Board – David Krutzfeldt

Emergency 9-1-1 – Tom Walling

Enterprise Zone Commission – Doug Yates

Housing Trust Fund Committee – Joe Caligiuri

Oskaloosa Area Chamber & Development Group – Aaron Ver Steeg

Joint County-Mahaska Disaster Services and Emergency Planning Administration –
Aaron Ver Steeg

Joint Law Enforcement Center Board – Aaron Ver Steeg

Mahaska County Agency on Aging – Aaron Ver Steeg

Mahaska Community Recreation Foundation – Scottie Moore

BUDGET CONSIDERATION:

Not applicable, report(s) only.



CITY COUNCIL COMMUNICATION

MEETING DATE: September 4, 2012

REQUESTED BY: CITY COUNCIL

ITEM TITLE: CLOSED SESSIONS

Consider holding a closed session under Iowa Code Section 21.5.1.j. to discuss the purchase of particular real estate.

EXPLANATION:

The City Manager would like to discuss the possible purchase of particular real estate with the City Council where premature disclosure could be reasonably expected to increase the price the city would have to pay for that property and reconvene in open session to possibly take action.

BUDGET CONSIDERATION:

None at this time.

ATTACHMENTS:

None.