



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

**Call to Order and Roll Call - Monday, October 3, 2022, 6:00 P.M.**

**1. Invocation**

**2. Pledge of Allegiance**

**3. Roll Call**

\_\_\_ Mayor David Krutzfeldt, Council Members:

\_\_\_ Almond, \_\_\_Burnett, \_\_\_Caligiuri, \_\_\_ Comfort, \_\_\_Drost, \_\_\_ Hermsen, \_\_\_Ossian

**4. Community Comments**

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three (3) minutes. Any questions are to be asked of the City staff, Council members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.

For those wishing to provide comment during the meeting, the Mayor will call for public comment.

**5. Consider Adoption of Consent Agenda As Presented or Amended**

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

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

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

1. October 3, 2022 City Council Agenda

2. September 19, 2022 City Council Regular Meeting Minutes

Documents:

[City Council Minutes September 19 2022.docx](#)

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

Documents:

[MIN 20220907 Airport Commission Meeting Minutes.pdf](#)

[MIN 20220802 Planning and Zoning Commission Meeting Minutes.pdf](#)

**C. Consider payment of claims for September 2022. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20221003 Claims List.docx](#)

[COUNCIL CLAIMS LIST 09232022.pdf](#)

[MANUAL CHECK REPORT 09232022.pdf](#)

**D. Consider approval of a liquor license application. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_202201003 Liquor Licenses.docx](#)

**E. Consider approval of Pay Application No. 13, in the amount of \$31,552.11 to Drish Construction, Inc. for work completed on the 5th Avenue West & South F Street Sewer & Water Improvements Project (Consent Agenda)**

Who is submitting this item. Public Works Department

Documents:

[COM\\_20221003 Pay App 13 Drish Construction.docx](#)

[20221003 - Pay App 13.pdf](#)

**F. Consider approval of Change Order No. 2 and Pay Application No. 2 in the amount of \$392,593.76 to Norris**

**Asphalt Paving Co., LC and for the Downtown Resurfacing Project (Consent Agenda).**

Who is submitting this item. Public Works Department

Documents:

[COM 20221003 Downtown Pavement Project Change Order and Pay App.docx](#)  
[Letter from Garden.pdf](#)  
[Change Order 2 and Pay Application 2.pdf](#)

**G. Consider a resolution approving an amendment to the Oskaloosa Employee Handbook. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20221003 Employee Handbook Update.docx](#)  
[RES\\_20221003 Employee Handbook Update.docx](#)  
[Vacation Accrual Change - Redline version.pdf](#)

**H. Consider a resolution adopting the city of Oskaloosa revised position description. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20221003 Revised Position Description.docx](#)  
[RES\\_20221003 Revised Position Description.doc](#)  
[Payroll-HR Clerk 2022 Redline.docx](#)

**I. Consider a resolution approving a professional services agreement with Garden and Associates, LTD. for engineering services for the 2023 Sanitary Sewer Project**

Who is submitting this item. Public Works Department

Documents:

[COM 20221003\\_2023 Sanitary Sewer Project Engineering.docx](#)  
[RES\\_20221003\\_2023 Sanitary Sewer Project.docx](#)  
[20221003\\_Professional Services Agreement \(Abridged\).pdf](#)

**J. Consider a resolution approving the 2022 Fiscal Year Urban Renewal Report. (Consent Agenda)**

Who is submitting this City Clerk/Finance Department item.

Documents:

[COM\\_20221003 Urban Renewal Report.docx](#)  
[RES\\_20221003 Urban Renewal Report FY22.doc](#)  
[TIF-62G590-2020\\_09-19-2022.pdf](#)

**K. Consider a resolution authorizing an agreement with HR Green Inc.**

Who is submitting this Public Works Department item.

Documents:

[COM\\_20221003 Brownfield Application.docx](#)  
[RES\\_20221003 Brownfield Application.docx](#)  
[20221003\\_HR Green Agreement.pdf](#)

**L. ----- End of Consent Agenda -----**

**6. Announcement of Vacancies**

Applicants must reside in Oskaloosa and be 18 years of age unless specific specifications are stated.

- o **Airport Commission:** One vacancy for a term ending December 2027
- o **Board of Adjustment:** One vacancy for a term ending December 2026
- o **Building Code Board of Appeals:** One vacancy for a regular member and one for an ex officio member
- o **Civil Service Commission:** One vacancy for a term ending May 2026
- o **Historic Preservation Commission:** One vacancy for a term ending December 2023
- o **Planning and Zoning Commission:** One vacancy for a term ending April 2025

**7. Regular Agenda**

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

**A. Consider a resolution amending and certifying the Fiscal Year 2023 Budget Amendment. (PUBLIC HEARING)**

Who is submitting this City Clerk/Finance Department item.

Documents:

[COM\\_20221003 Budget Amendment.docx](#)  
[RES\\_20221003 Budget Amendment 1.docx](#)  
[PublicHearingNotice \(1\).pdf](#)

**B. Consider a resolution accepting completion of 5th Avenue West & South F Street Sewer & Water Improvements Project.**

Who is submitting this Public Works Department item.

Documents:

[COM\\_20221003\\_5th Ave Completion.docx](#)  
[RES\\_20221003\\_5th Ave Completion.docx](#)  
[20221003\\_Letter of Completion.pdf](#)  
[20221003\\_Change Order 3.pdf](#)  
[20221003\\_Pay App 14 Final.pdf](#)

**C. Consider a resolution accepting completion of Downtown Pavement Project.**

Who is submitting this Public Works Department item.

Documents:

[COM 20221003 Downtown Pavement Project Final.docx](#)  
[RES\\_20221003\\_Downtown Completion.docx](#)  
[Letter from Garden.pdf](#)  
[Pay Application 3-Final.pdf](#)

**D. Consider a resolution approving a Federal-Aid Agreement with the Iowa Department of Transportation (DOT) regarding the Mahaska Oskaloosa Driving Success (MODES) Planning Study Grant.**

Who is submitting this City Manager's Office item.

Documents:

[COM 20221003 MODES Grant Agreement.docx](#)  
[RES 20221003 MODES Agreement .docx](#)

**E. Consider an ordinance amending the city of Oskaloosa, Iowa, Municipal Code, Chapter 1.24.060 - Authority to issue civil citations. (1st Reading)**

Who is submitting this City Attorney item.

Documents:

[COM 20221003 Municipal Infraction Code Update.docx](#)  
[ORD 20221003 Municipal Infraction Subsection H.docx](#)

## **8. Report on items from City staff**

This item is reserved to receive reports from the following:

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

## **9. City Council Information**

This item is reserved to receive reports from the Mayor and City Council. This is an opportunity for the Mayor or Council to provide updates on activities, events, or items of note to the public. This is also the opportunity for the Mayor or Council to request future agenda items, or request items to be sent to Committee for review and discussion.

## **10. Adjournment**

If you require special accommodations, please contact the city manager's office at least 24 hour prior to the meeting at 641.673.9431.