



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 - Tuesday, January 18, 2022, 6:00 P.M.

1. Invocation: Lifehouse Community Church

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. January 18, 2022 City Council Agenda
2. January 3, 2022 City Council Regular Meeting Minutes

Documents:

[City Council Minutes January 3 2022.docx](#)

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

Documents:

[MIN 20211229 Civil Service Commission Meeting Minutes.pdf](#)
[MIN 20211221 Library Board of Trustees Meeting Minutes.pdf](#)
[MIN 20210104 Planning and Zoning Meeting Minutes.pdf](#)
[MIN 20211213 Water Board of Trustees Meeting Minutes.pdf](#)

C. Consider a motion to receive and file financial reports for December 2021. (Consent Agenda)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20220118 Financial Reports.docx](#)
[Oskaloosa IA Treasurers Report December.pdf](#)

D. Consider a motion to receive and file the Safety Committee report for 2021 (Consent Agenda)

Who is submitting this City Manager's Office
item.

Documents:

[COM 20220118 Safety Committee 2021 Report.docx](#)
[2021 Safety Committee Report.pdf](#)

E. Consider approval of liquor license application. (Consent Agenda)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20220118 Liquor Licenses.docx](#)

F. Consider approval of payment of \$2,153.25 to Terracon for work completed on the Early Childhood Recreation and Education Center. (Consent Agenda)

Who is submitting this City Manager's Office

item.

Documents:

[COM 2022018 Terracon Invoice.docx](#)
[TG16629.PDF](#)

G. Consider approval of a payment of \$4,200 to Sidekick Development for January consultant services on the Early Childhood Education and Recreation Center project. (Consent Agenda)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20220118 Sidekick Development payment.docx](#)

H. Consider approval of payment of \$1,225.00 to SVPA for Additional Services completed on the Early Childhood Recreation and Education Center.

Who is submitting this City Manager's Office
item.

Documents:

[COM 20220118 SVPA Addtl Services Invoice.docx](#)
[SVPA 2022-1-6.01.pdf](#)

I. Consider approval of payment of \$56,442.18 to Christner Contracting, Inc. (CCI) for work completed on the Façade Improvement Project Phase III. (Consent Agenda)

Who is submitting this Development Services Department
item.

Documents:

[COM 20220118 Facade3 Dec 2021 payments.docx](#)
[20DTR004 - Draw 11 - Invoice - CCI 4.pdf](#)
[20DTR004 - Draw 11 - Balance Sheet.pdf](#)
[Progress Report 06 - 202201.pdf](#)

J. Consider a motion appointing a representative to the Library Board of Trustees (Consent Agenda)

Who is submitting this City Manager's Office
item.

Documents:

[COM 20220118 Library Board of Trustees Appointment.docx](#)
[Moore Scottie Library 2022.pdf](#)

K. Consider a motion approving the engagement letter for human resources search and interview process for the position of City Manager with Hinson Consulting, LLC. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM 20220118 City Manager engagement letter.docx](#)
[Engagement letter - Hinson Consulting without signatures.pdf](#)

L. Consider a resolution authorizing a contract for the purpose of snow and ice removal at the Early Childhood Education and Recreation Center.

Who is submitting this item. City Manager's Office

Documents:

[COM_20220118_Snow Removal V2.docx](#)
[RES_20220118_Snow Removal V2.docx](#)
[20220118_Bid Tabulation.pdf](#)
[20220118_Scope of Work.pdf](#)
[20220118_Contract.pdf](#)
[20220118_Location Map.pdf](#)

M. Consider a resolution setting a public hearing for the sale of city owned property located at 115 5th Ave West. (Consent Agenda)

Who is submitting this item. Development Services Department

Documents:

[COM 20220118 set hearing 115 5th Ave W.docx](#)
[RES 20220118 set hearing 115 5th Ave W.docx](#)
[Map Location.pdf](#)
[Pic 1.pdf](#)

N. Consider a resolution for setting the date for a public hearing on plans and specifications and authorizing the advertisement of bids for the 2022 Sanitary Sewer Improvement Project. (Consent Agenda)

Who is submitting this item. Public Works Department

Documents:

[COM_20220118_2022 Sanitary.docx](#)
[RES_20220118_2022 Sanitary.docx](#)
[20220118_2022 Sanitary Location Map.pdf](#)
[20220118_Specifications 3021393 prelim REDUCED.pdf](#)
[20220118_Cons Plans REDUCED.pdf](#)
[20220118_Engineer Opinion of Probable Cost 3021393 20211229.pdf](#)
[20220118_Notice of Public Hearing.pdf](#)
[20220118_Notice To Bidders.pdf](#)

O. Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570(A). (Third reading)

Who is submitting this City Clerk/Finance Director
item.

Documents:

[COM 20220118_Amend ordinance sewer rate increase.docx](#)
[ORD 20220118 Amend sewer rates 3rd reading.docx](#)
[Oskaloosa Sewer Cash Flow.pdf](#)

P. ----- End of Consent Agenda -----

6. Regular Agenda

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

A. Code Enforcement 4th Quarter Report

Who is submitting this Fire Department
item.

Documents:

[COM 20220118 Code Enforcement Quarterly Report.docx](#)
[Code Enforcement Presentation 2021 4th Quarter.pdf](#)

B. Consider a resolution for levying a special assessment for a nuisance abatement at 402 4th Avenue West in accordance with Oskaloosa Municipal Code 8.08.080 (PUBLIC HEARING)

Who is submitting this Fire Department
item.

Documents:

[COM 20210118 Nuisance Abatement 402 4th Avenue West PH.docx](#)
[RES 20220118 Nuisance Abatement 402 4th Avenue West PH.docx](#)
[Clerk Certified Assessment schedule - Nuisance 402 4th Ave W.docx](#)
[Photo Documentation.pdf](#)

C. Consider a resolution for levying a special assessment for a

nuisance abatement at 502 North Market in accordance with Oskaloosa Municipal Code 8.08.080

Who is submitting this Fire Department
item.

Documents:

[COM 20210118 Nuisance Abatement 502 North Market PH.docx](#)
[RES 20210118 Nuisance Abatement 502 North Market.docx](#)
[Assessment schedule - Nuisance 502 N Market St.docx](#)
[Photo Documentation.pdf](#)

D. Consider a resolution for levying a special assessment for a nuisance abatement at 816 D Avenue West in accordance with Oskaloosa Municipal Code 8.08.080 (PUBLIC HEARING)

Who is submitting this Fire Department
item.

Documents:

[COM 20220118 Nuisance Abatement 816 D Ave West.docx](#)
[RES 20220118 Nuisance Abatement 816 D Avenue West.docx](#)
[Assessment schedule - Nuisance 816 D Ave W.docx](#)
[Photo documentation.pdf](#)

E. Consider a resolution levying a special assessment against private property for weed cutting. (Public Hearing)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20220118 Weeds.docx](#)
[RES_20220118 Mowing Final 2021.docx](#)
[Exhibit A Mowing Final 2021.pdf](#)
[Assessment schedule - Mowing Final 2021.docx](#)

F. Consider a resolution establishing the use of the American Recovery Plan Act (ARPA) Special Fund.

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM 20220118 Use of ARPA funds.docx](#)
[RES 20220118_Use of ARPA funds.docx](#)

G. Consider a resolution approving and authorizing the application for a State of Iowa Revitalize Iowa's Sound

Economy (RISE) grant for the US 63 - Iowa 23 Connector Project

Who is submitting this item. Development Services Department

Documents:

[COM 20220118 RISE grant app submittal.docx](#)
[RES 20220118 RISE grant app submittal.docx](#)
[preliminary opinion of probable costs.pdf](#)
[Proposed Certified Site Overview - US 63 - IA 23 Connector \(1\).pdf](#)
[RISE-fact-sheet.pdf](#)

H. Consider an ordinance amending the city of Oskaloosa, Iowa, Municipal Code, Chapter 2.72, Library Board of Trustees.

Who is submitting this item. Library

Documents:

[COM 20220118 Library Municipal Code Update 1st Reading.docx](#)
[ORD 20210118 Chapter 2.72 Library Board of Trustees Redline.doc](#)
[ORD 20220118 Chapter 2.72 Library Board of Trustees Clean.doc](#)

I. Consider approval of Pay Application No. 20 in the amount of \$318,133.24 to Graphite Construction Group for the Early Childhood Education and Recreation Center.

Who is submitting this item. City Manager's Office

Documents:

[COM 20220118 Early Childhood Education and Recreation Center Pay App 20.docx](#)
[Pay App 20 January 2022.pdf](#)
[SVPA Site Observation_2021-12-16.pdf](#)
[SVPA Site Observation_2021-12-28.pdf](#)
[Terracon Observation Report 20211228.pdf](#)

7. 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

8. 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.

9. Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with legal counsel on a matter presently in litigation or in which litigation is imminent, where disclosure would be likely to prejudice or disadvantage the city's position.

Who is submitting this City Manager
item.

Documents:

[COM 2022018 CLOSED SESSION Litigation.docx](#)

10. Consider a motion to take action on any item discussed in Closed Session after the Closed Session.

Who is submitting this City Manager's Office
item.

Documents:

[COM 20220118 OPEN SESSION Action.docx](#)

11. 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.