



# Minutes

City Council Meeting  
20 Second Avenue SW, Oelwein  
April 13, 2020 - 6:00 PM

Pledge of Allegiance

Call to Order by Mayor Devore at 6:00 P.M.

Roll Call	Present	Fisk, Stewart, Gerdts, Weber, Cantrell, Seeders
	Also Present	Mulfinger, Ridgon, Dillon
	Absent	None

Additions or Deletions

A motion was made by Cantrell, seconded by Weber to adopt the Agenda as amended. All voted aye.

Motion Carried

Citizens Public Comments - See Guidelines for Public Comments Below

Consent Agenda

2. Consideration of a motion approving the March 23, 2020 Council Minutes
3. Consideration of a motion approving minutes from the March 18, 2020 Special Council Meeting
4. Consideration of a motion approving a Class 'C' Liquor, Outdoor Service and Sunday Sales Renewal for Leo's Italian Restaurant
5. Consideration of a motion approving a Class 'E' Liquor and Sunday Sales renewal for Pirillo Beverage
6. Consideration of a motion approving a Class 'E' Liquor, Class 'C' Beer and Sunday Sales renewal for Casey's General Store #2682
7. Consideration of a motion approving a Class 'B' Beer Permit for Pizza Hut #4340
8. Consideration of a motion approving Pay Request No. 16 in the amount of 10,737.81 from Portzen Construction for work completed on Disinfection and 42 Well Improvements Project
9. Consideration of a motion approving Pay Request No. 4 to Heartland Asphalt in the amount of \$28,993.60 for work completed on Paving Connector Taxiway to Runway 13 End Project
10. Consideration of a motion approving Pay Request to Kirvan Enterprises in the amount of \$25,550.00 for work completed on CDBG Owner Occupied Housing Project

A motion was made by Fisk, seconded by Cantrell to approve the Consent Agenda. All voted aye.

Motion Carried

Resolutions

11. Consideration of a Resolution Approving Temporary Closures in an Effort to Prevent the Spread of COVID-19

Fisk didn't feel it was necessary to adopt a Resolution approving temporary closures in an effort to prevent spread of COVID-19 since the city already was following Governor, State, CDC and Department of Health guidelines. The Resolution should be worded to state that.

Gertz, DeVore and Weber stated the same.

A motion was made by Fisk, seconded by Weber to table the resolution and bring back to next regular council meeting with "remove temporary closures" and follow Governor and State of Iowa guidelines. All voted aye.

Motion Carried

12. Consideration of a Resolution Adopting a Temporary Limited Staffing Policy due to COVID-19

A motion was made by Seeders, seconded by Cantrell to adopt Resolution No. 5156-2020 Adopting a Temporary Limited Staffing Policy due to COVID-19

Ayes: Fisk, Stewart, Gerdts, Weber, Cantrell, Seeders

Nays: None

Motion Carried

13. Consideration of a Resolution Adopting a Temporary Work From Home Policy due to COVID-19

A motion was made by Seeders, seconded by Cantrell to adopt Resolution No. 5157-2020 Adopting a Temporary Work from Home Policy due to COVID-19.

Ayes: Fisk, Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: None Motion Carried

14. Consideration of a Resolution Adopting a Temporary Employee Leave Policy Due to COVID-19

Fisk requested the city follow FmLA guidelines and remove the two weeks Administrative Leave pay. If employee wants more time then furlough, temporary layoff, unemployment, with benefits covered.

A motion was made by Seeders, seconded by Weber to table the resolution and bring back to next regular council meeting with adjustments and re-present for council approval.

Ayes: Fisk, Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: None Motion Carried

15. Consideration of a Resolution Temporarily Suspending Fees and Modifying City Procedures for Utility Bill Payments

A motion was made by Seeders, seconded by Fisk to adopt Resolution No. 5158-2020 Temporarily Suspending Fees and Modifying City Procedures for Utility Bill Payments.

Ayes: Fisk, Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: None Motion Carried

16. Consideration of a Resolution assigning a 2002 agreement with D & W Railroad and the City of Oelwein to Iowa Northern Railway Company

A motion was made by Cantrell, seconded by Gerds to adopt Resolution No. 5159-2020 assigning a 2002 agreement with D & W Railroad and the City of Oelwein to Iowa Northern Railway Company.

Ayes: Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: Fisk Motion Carried

17. Consideration of a Preliminary Resolution pursuant to Section 384.42 of the Iowa Code covering the Wings East Pavements Improvements

A motion was made by Weber, seconded by Stewart to adopt Preliminary Resolution No. 5160-2020 pursuant to Section 384.42 of the Iowa Code covering the Wings East Pavement Improvements.

Ayes: Fisk, Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: None Motion Carried

18. Consideration of a Resolution Approving and Adopting Preliminary Plans and Specifications, Estimate of Cost and Plat and Schedule re: Wings East Pavement Improvements

A motion was made by Fisk, seconded by Stewart to adopt Resolution No. 5161-2020 Approving and Adopting Preliminary Plans and Specifications, Estimate of Cost and Plat and Schedule re: Wings East Pavement Improvements.

Ayes: Fisk, Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: None Motion Carried

19. Consideration of a Resolution approving Introduction of Proposed Resolution of Necessity and setting date for hearing and directing publication and mailing of the Notice to Property Owners - Wings East Pavement Improvements

A motion was made by Weber, seconded by Fisk to adopt Resolution No. 5162-2020 approving Introduction of Proposed Resolution of Necessity and setting date for hearing and directing publication and mailing of the Notice to Property Owners – Wings East Pavement Improvements.

Ayes: Fisk, Stewart, Gerds, Weber, Cantrell, Seeders  
Nays: None

DeVore requested the city look into a better solution for Wings East public hearing May 21<sup>st</sup> allowing public comments not in an electronic format.

Motion Carried

20. Consideration of a Resolution setting date for public hearing on 2020 amendment to urban renewal plan for Industrial Park Urban Renewal Area

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5163-2020 setting date for public hearing on 2020 amendment to urban renewal plan for Industrial Park Urban Renewal Area.

Ayes: Fisk, Stewart, Gerdt, Weber, Cantrell, Seeders

Nays: None

Motion Carried

21. Consideration of a Resolution to fix a date of meeting at which it is proposed to hold a hearing on Development Agreements with BR Development, LLC

A motion was made by Seeders, seconded by Cantrell to adopt Resolution No. 5164-2020 to fix a date of meeting at which it is proposed to hold a hearing on Development Agreements with BR Development, LLC.

Ayes: Fisk, Stewart, Gerdt, Weber, Cantrell, Seeders

Nays: None

Motion Carried

22. Consideration of a Resolution Establishing Funding for a COVID-19 Emergency Fund Using the Downtown Tax Increment Financing District

A motion was made by Weber, seconded by Gerdt to table the resolution using Downtown TIF funds for COVID-19 Emergency Fund for now and continue using Downtown TIF Funds to reward grant funds for rehabilitation and expansion. All voted aye.

Motion Carried

DeVore stated this could be reviewed again later as Congress sets guidelines on emergency funding for businesses.

#### Motions

23. Consideration of a motion to set Bid Opening date for Tuesday, May 5, 2020 at 2:00 P.M. for West Water Tower Repainting Project

A motion was made by Fisk, seconded by Weber to set Bid Opening date for Tuesday, May 5, 2020 at 2:00 P.M. for West Water Tower Repainting Project. All voted aye.

Motion Carried

24. Consideration of a motion to set Public Hearing for 6:00 P.M. on May 11, 2020 to Consider Plans, Specifications, Contract Documents and Estimate of Cost for West Water Tower Repainting Project

A motion was made by Weber, seconded by Gerdt to set Public Hearing for 6:00 P.M. on May 11, 2020 to Consider Plans, Specifications, Contract Documents and Estimate of Cost for West Water Tower Repainting Project. All voted aye.

Motion Carried

25. Consideration of a motion to Award Contract for Construction on May 11, 2020 following Public Hearing re: West Water Tower Repainting Project

A motion was made by Fisk, seconded by Weber to Award Contract for Construction on May 11, 2020 following Public Hearing re: West Water Tower Repainting Project. All voted aye.

Motion Carried

26. Consideration of a motion entering into an agreement for LED upgrades at the Library and Aquatic Center with Lime Energy

Pays by difference in light bill until paid off.

A motion was made by Weber, seconded by Gerdts to enter into an agreement for LED upgrades at the Library and Aquatic Center with Lime Energy. All voted aye.

Motion Carried

27. Consideration of a motion to accept low bid from Tree Tender Transplanting Service in an amount not to exceed \$11,220 for tree transplanting

A motion was made by Cantrell, seconded by Gerdts to accept the low bid from Tree Tender Transplanting Service in an amount not to exceed \$11,220 for tree transplanting. All voted aye.

Motion Carried

28. Consideration of a motion authorizing the expenditure of \$6,455.00 for Phone - Dispatch Upgrades

A motion was made by Fisk, seconded by Cantrell authorizing the expenditure of \$6,455.00 for Phone – Dispatch upgrades. All voted aye.

Motion Carried

#### Council Updates

Fisk thanked the public for assisting with tornado cleanup Sunday bus was disappointed the city wasn't prepared with a plan to allow more volunteer help but requiring social distancing.

#### Mayor's Report

DeVore wanted to commend Joshua Johnson, Park Superintendent for work done coordinating volunteer clean up efforts on Sunday, March, 28 after the tornado.

He also thanked Mulfinger for the letter to FEMA appealing Flood line boundaries within city limits that FEMA had wrong and to make a correction.

#### City Attorney's Report

Dillon is working on easements and magistrate court is limited due to regulations.

#### City Administrator

Mulfinger informed council that essential services are being completed and the city is monitoring all state and CDC guidelines.

#### Adjournment

A motion was made by Weber, seconded by Cantrell to adjourn at 7:35 P.M. All voted aye.

Motion Carried

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Brett DeVore, Mayor

ATTEST:

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Dylan Mulfinger, City Administrator

I, Dylan Mulfinger, City Administrator in and for the City of Oelwein, Iowa do hereby certify that the above and foregoing is a true accounting of the Council Proceedings held April 13, 2020 and copy of said proceedings was furnished to the Register April 15, 2020.

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Dylan Mulfinger, City Administrator