



Agenda

City Council Meeting
20 Second Avenue SW, Oelwein
6:00 PM

May 10, 2021
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Warren Fisk

Council Members: Matt Weber, Renee Cantrell, Tom Stewart, Lynda Payne, Karen Seeders

Pledge of Allegiance

Call to Order

Roll Call

Additions or Deletions

Citizens Public Comments - See Guidelines for Public Comments Below

1. Presentation of Single Hauler study by Karlie Wegner, Senior Seminar

Consent Agenda

- [2.](#) Consideration of a motion to approve the minutes of the April 26, 2021 Council meeting
- [3.](#) Consideration of a motion to approve the minutes of the May 3, 2021 Council meeting
4. Consideration of a new 5 Day Special Class C Liquor License for Get R' Fried for Oelwein Celebration

Public Hearing

5. Public Hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement

Ordinances

- [6.](#) Consideration of an Ordinance Amending Section 14-130, Public Tree Care and Fees - Third and Final Reading

Resolutions

- [7.](#) Consideration of a Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$709,000 Water Revenue Bonds, Series 2021
- [8.](#) Consideration of a Resolution Amending Employment Contract with City Administrator Dylan Mulfinger

Motions

- [9.](#) Consideration of a recommendation from Planning and Zoning Commission to Rezone 1105 North Frederick from C2 Commercial to R1 Residential and set Public Hearing for May 24, 2021
10. Consideration of a motion to set a Public Hearing on Fiscal Year 2020-2021 Budget Amendment for 6:00 P.M. May 24, 2021
- [11.](#) Consideration of a motion to approve Change Order No. 4 with Maguire Iron, Inc. for West Water Tower Repainting Project

Committee Reports

Council Updates

Mayor's Report

- A. Consideration of the Reappointment of Dan Stasi to the Park and Recreation Commission
- B. City Hall Committee

City Attorney's Report

- [A.](#) City Attorney's Report

City Administrator's Report

A. Discussion on Dispatch

[B.](#) City Administrator's Report

Adjournment

[iii.](#) Additional Information

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



Minutes

City Council Meeting

Oelwein Community Plaza, 25 West Charles

April 26, 2021 - 6:00 PM

Pledge of Allegiance

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

Roll Call	Present	Seeders, Payne, Fisk, Cantrell, Weber, Stewart
	Also Present	Mulfinger, Rigdon, Dillon
	Absent	None

Additions or Deletions

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

Motion Carried

Citizens Public Comments

Peggy Sherrets, City of Oelwein Pool Manager informed council she is having a hard time finding lifeguards. No one wants to work. She went to three different schools to recruit. She is asking council to raise the hourly rate of pay to \$9.65 to get more interested in working. She stated she talked to other city pool managers and they too are having the same problem. High School students just don't want to work.

1. Arbor Day Proclamation

Mayor DeVore presented the proclamation to City Administrator Mulfinger.

Consent Agenda

2. Consideration of a motion to approve the minutes of the April 12, 2021 Council meeting
3. Claims Resolution in the amount of \$456,061.32
4. Consideration of a new Tobacco Permit for Olwein Liquor and Vape
5. Consideration of a new Class 'E' Liquor and Sunday Sales Permit for Olwein Liquor and Vape

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

Motion Carried

Ordinances

6. Consideration of an Ordinance Amending Section 14-130, Public Tree Care and Fees - Second Reading

A motion was made by Seeders, seconded by Fisk to adopt the second reading.

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

Nays: None

Motion Carried

7. Consideration of an Ordinance Amending Water and Sewer Rates, Chapter 7 of the Code of Ordinances of the City of Oelwein - Second Reading

A motion made by Fisk died for lack of a second.

Resolutions

8. Consideration of a Resolution to fix a date for a public hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$709,000

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5269-2021.

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

Nays: None

Motion Carried

9. Consideration of a Resolution authorizing Temporary Closure of Public Ways or Grounds for Oelwein Chamber and Area Development Events

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5270-2021.

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

Nays: None

Motion Carried

10. Consideration of a Resolution Awarding Downtown Properties Forgivable Loans for Building Improvements Provided by Tax Increment Financing

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5271-2021.

Ayes: Seeders, Payne, Cantrell, Weber, Stewart

Nays: Fisk

Motion Carried

11. Consideration of a Resolution Officially Endorsing the Application for Trail Funding for the Iowa DOT COVID-19 Relief Recreational Trails Program

A motion was made by Cantrell, seconded by Fisk to adopt Resolution No. 5272-2021.

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

Nays: None

Motion Carried

Motions

12. Consideration of a motion updating the Oelwein Intermediary Relending Program

A motion was made by Seeders, seconded by Cantrell to approve the update. All voted aye.

Motion Carried

13. Consideration of a motion to forward a request to rezone 1105 North Frederick and 1205 North Frederick from C2 Commercial to R1 Residential to Planning and Zoning Commission for a recommendation

A motion was made by Seeders, seconded by Cantrell to forward the request to Planning and Zoning. All voted aye.

Motion Carried

14. Consideration of a motion allowing Oelwein Community School District to set up a mobile Food trailer in the Oelwein Aquatic Center Parking Lot

A motion was made by Seeders, seconded by Cantrell to approve Oelwein Community School's request. All voted aye.

Motion Carried

15. Consideration of a motion to accept quote from Municipal Pipe Tool for television inspection of sanitary sewers in an amount not to exceed \$12,000.00

A motion was made by Fisk, seconded by Cantrell to accept the quote. All voted aye.

Motion Carried

16. Consideration of a motion to accept proposal from A-Line Striping in the amount of \$10,208.44 for paint striping of roads, crosswalks and parking lots

A motion was made by Weber, seconded by Stewart to accept the proposal. All voted aye.

Motion Carried

Weber suggested next year when bidding a new contract request a more durable paint that may not have to be reapplied so often. Vic Kane, Utility Superintendent agreed and stated it was already in the plans.

Committee Reports

17. Report from Payne on April Library Board meeting

Payne presented the April Library Board minutes which can be found at

https://www.oelwein.lib.ia.us/application/files/4916/1851/6562/Minutes_April_13_2021-1.pdf

18. Report from Stewart on the April 15, 2021 Airport Board meeting

Stewart presented the April Airport Board meeting minutes which can be found at

<http://www.cityofelwein.org/government/agendas-and-minutes.html>

Council Updates

Weber questioned when council felt it would be safe to return meetings back to City Hall. Also, when will the city not feel it necessary to wear masks in public buildings. Mulfinger responded that we've been following CDC guidelines, but we'll review them again for recent changes.

Mayor's Report

Devore felt that council committees were gaining traction and wanted to see them used more for the city.

City Attorney's Report

Dillon has been working on acquiring properties for trails. Dillon let council know that more home properties are going through the 657A process. Mulfinger and Dylan are working on code for the single hauler program.

Executive Session

2. Consideration of a Motion to go into Executive Session per Iowa Code Section 21.5(1)(i) to evaluate professional competency of individuals whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to the individual's reputation and at the request of said individual(s)

A motion was made by Fisk seconded by Seeders to go into Executive Session at 6:51 PM. All voted aye.

Motion Carried

3. Consideration of a motion to return to Regular Session

A motion was made by Cantrell seconded by Weber to return to regular session at 7:43 P.M. All voted aye.

Motion Carried

Council provided direction to Mulfinger to list updates to the City Administration contract on the next meeting.

Adjournment

A motion was made by Weber, seconded by Cantrell to adjourn at 7:56 P.M. All voted aye.

Motion Carried

Brett DeVore, Mayor

ATTEST:

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 26, 2021 and copy of said proceedings was furnished to the Register April 27, 2021.

Dylan Mulfinger, City Administrator



Minutes

City Council Meeting
Oelwein Community Plaza, 25 West Charles,
Oelwein, IA
May 03, 2021 - 5:15 PM

Pledge of Allegiance

Call to Order by Mayor DeVore at 5:15 P.M.

Roll Call Present: Payne, Fisk, Cantrell, Weber, Stewart, Seeders
Absent: Mulfinger
Also Present: Rigdon

Additions or Deletions

A motion was made by Cantrell, seconded by Weber to adopt the agenda as it. All voted aye.
Motion Carried

Motions

1. Consideration of a motion authorizing signatures on a Letter of Condition and Obligation Request to move forward with USDA Rural Development for Oelwein Police Department Heating and Cooling System and Oelwein Fire Department Aerial Fire Truck Apparatus

A motion was made by Fisk, seconded by Weber to authorize signatures. All voted aye.
Motion Carried

2. Consideration of a motion to Award Oelwein Police Department Heating and Cooling System Project

A motion was made by Fisk, seconded by Cantrell to award project to Ken’s Electric, Inc. in the amount of \$224,900.00. All voted aye.
Motion Carried

Adjournment

A motion was made by Weber, seconded by Cantrell to adjourn at 5:20 P.M. All voted aye.
Motion Carried

Brett DeVore, Mayor

ATTEST:

Barbara Rigdon, Deputy City Clerk

I, Barbara Rigdon, Deputy City Clerk 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 May 03, 2021 and copy of said proceedings was furnished to the Register May 4, 2021.

Barbara Rigdon, Deputy City Clerk

ORDINANCE NO. 1168

AN ORDINANCE AMENDING SECTION 14-130, PUBLIC TREE CARE AND FEES

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, be amended by deleting paragraph four of Section 14-130 and replacing it with the following:

Public Tree Management Fees. The City Council shall establish a monthly fee of \$3.00 per each utility account for the management of trees on City owned property, use of the yard waste site, and disposal of tree and lawn related debris. This includes the initial establishment of fees and subsequent changes to the fees as deemed necessary by the City Council.

Section 2. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This Ordinance shall become effective July 1, 2021.

First reading – April 12, 2021
Second reading – April 26, 2021
Third reading – May 10, 2021

Passed and adopted by the City Council of the City of Oelwein, Iowa, this ____ day of _____, 2021.

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

First Reading on 4/12/2021: It was moved by Fisk and seconded by Stewart that the Ordinance as read be adopted, and upon roll call there were:

	AYES	NAYS	ABSENT	ABSTAIN
Stewart	<u> x</u>			
Seeders	<u> </u>	<u> </u>	<u> x</u>	
Weber	<u> x</u>			
Cantrell	<u> x</u>			
Fisk	<u> x</u>			
Payne	<u> x</u>			

Second Reading on 4/26/2021 It was moved by Seeders and seconded by Fisk that the Ordinance as read be adopted (or to suspend the rules), and upon roll call there were:

	AYES	NAYS	ABSENT	ABSTAIN
Stewart	x			
Seeders	x			
Weber	x			
Cantrell	x			
Fisk	x			
Payne	x			

Third Reading on 5/10/2021. It was moved by _____ and seconded by _____ that the Ordinance as read be adopted (or to suspend the rules) and upon roll call there were:

	AYES	NAYS	ABSENT	ABSTAIN
Stewart				
Seeders				
Weber				
Cantrell				
Fisk				
Payne				

Estimated Amortization Schedule

City of Oelwein
Water Revenue Bond
FS-33-19-DWSRF-030



Loan summary

Loan Closing Date	May 28, 2021
Final Disbursement Date	Jul 7, 2022
Final Maturity Date	Jun 1, 2026
Loan Period in Years	5
Total Loaned Amount	\$ 709,000.00
0.5% Initiation Fee	3,545.00
Net Proceeds to Borrower	\$ 705,455.00
Annual Interest Rate	1.75%
Total Interest	\$ 34,456.51
Servicing Fee Rate	0.25%
Total Servicing Fees	\$ 4,922.36
Total Loan Costs	\$ 42,923.87

Estimated Draw Schedule

Initiation Fee -	May 28, 2021	3,545.00
P & D Payoff -	May 28, 2021	-
Estimated Draw #1-	May 28, 2021	87,500.00
Estimated Draw #2-	Jun 25, 2021	87,500.00
Estimated Draw #3-	Jul 23, 2021	87,500.00
Estimated Draw #4-	Aug 20, 2021	87,500.00
Estimated Draw #5-	Sep 17, 2021	87,500.00
Estimated Draw #6-	Oct 15, 2021	87,500.00
Estimated Draw #7-	Nov 12, 2021	87,500.00
Estimated Draw #8-	Dec 10, 2021	87,955.00
Held for Final Docs -	Jul 7, 2022	5,000.00
Total Loaned Amount		709,000.00

Payment Date	Beginning Balance	Principal	Interest	Servicing Fee	Total Loan Payment	Total Annual Debt Service	Ending Balance
Dec 1, 2021	528,545.00		2,957.92	422.56	3,380.48		528,545.00
Jun 1, 2022	704,000.00	136,000.00	6,202.34	886.05	143,088.39	146,468.87	568,000.00
Dec 1, 2022	573,000.00		5,005.00	715.00	5,720.00		573,000.00
Jun 1, 2023	573,000.00	139,000.00	5,013.75	716.25	144,730.00	150,450.00	434,000.00
Dec 1, 2023	434,000.00		3,797.50	542.50	4,340.00		434,000.00
Jun 1, 2024	434,000.00	142,000.00	3,797.50	542.50	146,340.00	150,680.00	292,000.00
Dec 1, 2024	292,000.00		2,555.00	365.00	2,920.00		292,000.00
Jun 1, 2025	292,000.00	145,000.00	2,555.00	365.00	147,920.00	150,840.00	147,000.00
Dec 1, 2025	147,000.00		1,286.25	183.75	1,470.00		147,000.00
Jun 1, 2026	147,000.00	147,000.00	1,286.25	183.75	148,470.00	149,940.00	0.00

RESOLUTION NO. _____

RESOLUTION AMENDING EMPLOYMENT CONTRACT WITH CITY ADMINISTRATOR DYLAN MULFINGER

BE IT RESOLVED by the City Council of the city of Oelwein, Iowa, as follows:

Section 1. The City Council of the City of Oelwein, pursuant to Oelwein City Ordinance 3-71 appointed Dylan Mulfinger as City Administrator for the City of Oelwein on the 28th day of March, 2016.

Section 2. On behalf of the City of Oelwein, the Mayor and the Deputy City Clerk are authorized, empowered and directed to execute the attached updated employment agreement for Dylan Mulfinger, City Administrator.

Section 3. The Mayor and the Deputy City Clerk are further authorized and empowered to perform such other acts as may be necessary or appropriate to carry out the terms and conditions of the employment contract.

Section 4. All resolutions, motions or orders or parts there of in conflict herewith be and the same are hereby repealed, and this resolution shall be effective forthwith upon its passage and approval.

Section 5. This Resolution shall be in effect upon its passage and approval as provided by law.

Passed and approved by the City Council of the City of Oelwein, Iowa this 10th day of May, 2021.

Brett DeVore, Mayor

It was moved by _____ and seconded by _____ that the Resolution as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Stewart
Cantrell
Fisk
Seeders
Payne

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

City Administrator

EMPLOYEE AGREEMENT

THIS AGREEMENT is made and entered into this 28th day of March, 2016, between the City of Oelwein, Iowa (the City), and Dylan Mulfinger (the City Administrator).

Updated May of 2021 to reflect annual negotiations.

BACKGROUND FACTS

- A. The City wishes to employ the services of as City Administrator of the City of Oelwein, Iowa.
- B. The City and Dylan Mulfinger desire to provide for certain procedures, benefits and requirements regarding the employment of Dylan Mulfinger by the City.
- C. Dylan Mulfinger wishes to accept employment as City Administrator of Oelwein, under the terms and conditions of this agreement.

TERMS OF AGREEMENT

In consideration of the facts mentioned above and the mutual promises set out below, the parties agree as follows:

1. **Duties:** City agrees to employ Dylan Mulfinger as the City Administrator of the City of Oelwein to perform all duties as specified by law and ordinance and perform such other proper duties as assigned by the City Council.
2. **Compensation:** Dylan Mulfinger shall receive an annual salary of \$111,461.43, payable as a *monthly gross* salary of \$9,288.45. Approved by salary resolution in 2019. The City Administrator will receive an initial performance evaluation November 1st, 2016 and thereafter an annual performance evaluation during the month of April of each year. An adjustment in salary for the City Administrator shall be considered after twelve(12)months, provided Mr. Mulfinger has an acceptable performance review. Additional future salary adjustments will be granted at the same time as for other management employees and are subject to Council approval and completion of a satisfactory performance evaluation.
3. **Terms and Conditions:** The City Administrator will serve at the will of the Council and may be terminated with or without cause at any time. Any of the following will constitute termination with cause and would result in no severance:
 - a. Willful neglect of duty.
 - b. Gross inefficiency or incompetence in office that is not corrected after a reasonable written notice.
 - c. Malfeasance in office.

Termination without cause shall require the affirmative vote of four (4) council members. Should the City terminate the employment of the City Administrator without cause, he will receive six (6) months' severance pay and benefits.

If the City Administrator decides to terminate employment, he will provide the City a minimum of 60 days' notice of intent to terminate.

- 4. Iowa Public Employees Retirement System (IPERS): City will contribute to City Administrator’s IPERS benefit as statutorily established, currently 10.27% of yearly salary.
- 5. Insurance Coverage: The City Administrator will be provided insurance coverage at the same rate as other non-union City Employees.
- 6. Vacation, Holidays, and Sick Leave:

- a. The City Administrator will be granted twenty (20) days per year of vacation time on April 18th of each year beginning April 18th, 2021. Up to ten days of unused vacation time may carry over to the following year. Future increases in vacation benefits shall be as follows:

1 - 15 years of service	=	20 days
18 years of service	=	22 days
20 years of service	=	25 days
25 years of service	=	30 days

- b. The City Administrator will be granted the same number of holidays as other City employees.
- c. The City Administrator will be granted five (5) days of banked sick leave upon employment and shall earn additional sick leave at the rate other employees earn sick leave (18 days per year). All other provisions of the sick leave policy will apply to the City Administrator.
- c. Personal leave days shall follow the employee personnel manual during the fiscal year. The employee will be allowed to carry over up to five (5) days each fiscal year.
- d. City Administrator shall accrue 12 hours of sick leave per month up to a maximum of 130 days in what will be classified as an “initial bank of sick leave”. The initial bank of sick leave of one hundred and thirty (130) days (“Initial Bank”), can only be used in the event of an illness or injury. In addition, during times when the initial bank of sick leave is at its maximum accrual, City Administrator shall earn a “Secondary Bank” of sick leave. This will be earned at a rate of twelve hours of sick leave per month, cumulative, for a maximum of 130 days of “Secondary Banked” time. This sick leave can only accumulate when the employee is at the maximum amount allowed of “Initial Banked” time. This sick leave shall be paid, upon retirement from the City of Oelwein, in the form of family health insurance as described below:

40 “banked” days	=	8 weeks of health insurance
60 “banked” days	=	12 weeks of health insurance
100 “banked” days	=	20 weeks of health insurance
130 “banked” days	=	26 weeks of health insurance

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- e. City Administrator may use up to forty (40) hours of sick leave, per contract year, for an emergency illness in the employees immediate family. Immediate family includes spouse, children or any permanent member of the employee's immediate household.
 - f. City Administrator will be granted up to four (40) days funeral leave, with the approval of the Mayor, to arrange and attend the funeral of the employee's spouse, children or stepchildren, children's spouse, parents or stepparents, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, grandparents, grandchildren or permanent member of the immediate household. Any such leave shall be for scheduled workdays for the City Administrator only, which fall within the period commencing with the death and extending through the day of the funeral. The above leave with pay is intended to cover travel but in special cases involving travel in excess of 200 miles, one-way, the Mayor agrees to grant additional leave, i.e. vacation or personal days, without pay; not to exceed two (2) days.
 - g. City Administrator may accumulate one personal day for not utilizing any sick leave between the months of January thru June and July thru December. This will allow for a maximum of two (2) additional personal days to be earned each calendar year. These personal days will be cumulative.
- f. Business Expenses: City will reimburse the City Administrator for all reasonable employment related expenses including, but not limited to, meals, one local civic club membership.
- g. Wellness Center membership: The City will provide the administrator with a family membership to the wellness center
- h. Automobile Expenses: The City Administrator will have a City vehicle available for use while on City business.
- i. The City Administrator will receive a stipend of \$45.00 per month for the purpose of using his personal cell phone for City business. The City Administrator must make his personal cell phone number available for business use during business and non-business hours. Should the city provide a phone the stipend will end.
- j. Dues, Subscriptions, and Continuing Education. The City shall budget and provide for the professional dues and subscriptions for the City Administrator which are deemed reasonable and necessary for the City Administrator's participation in national, regional, state and local associations necessary and desirable for the City Administrator's continued professional participation, growth and advancement. This shall include but not be limited to the International City/County Management Association (ICMA), Iowa City/County Association (IaCMA), Iowa League of Cities and Iowa Municipal Management Institute (IMMI).
- k. The City shall budget and pay, up to the amount budgeted, necessary and reasonable registration, travel and subsistence expenses of the City Administrator for professional and official travel, meetings and occasions adequate to continue the professional development of the City Administrator to adequately pursue necessary official and other committees thereof which the City Administrator serves as a member upon written approval of Mayor pursuant to the City of Oelwein personnel policy manual. The City Administrator shall use good

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judgment in his outside activities so he will not neglect his primary duties to the City. Professional development events include the ICMA annual conference, IaCMA Conferences, and Iowa League of Cities events.

13. **Tuition Reimbursement:** Employee shall be reimbursed for college level or professional certification coursework, up to \$3,000 per year, on courses related to municipal finance and management, or administration and government accounting, business administration and/or general coursework needed to advance into those courses. Courses are subject to prior approval by Mayor. If the Employee leaves employment, within 12 months of completion of the coursework, the Employee shall reimburse the Employer for the amount that the Employer had previously reimbursed the Employee.
14. **Moving and Relocation Expenses:** The City shall advance \$3,000 for moving expenses to relocate City Administrator.

Should the City Administrator leave his employment voluntarily within the first three years, the relocation expenses shall be repaid to the City per the following schedule:

- Within the first year: 100%
- Within the second year: 66%
- Third year: 33%

15. **Section 14: Outside Activities:** The employment provided for by this Agreement shall be the City Administrator's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the City and the community, the City Administrator may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with or be a conflict of interest with his responsibilities under this Agreement. Any such activities shall be pre-approved by the council.
16. **Indemnification:** In addition to that which is required under state and local law, the City shall defend, save harmless and indemnify the City Administrator against any tort, other than any intentional torts, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of his duties as City Administrator. The City may compromise and settle any such claims or suit and pay the amount of any settlement or judgment thereon.

Attorney Fees: In the event that any action is filed in relation to this agreement, the unsuccessful party shall pay to the successful party, in addition to all sums that either party may be called on to pay, a reasonable sum for the successful party's attorney fees.
17. **Bonding:** The City shall bear the full cost of any fidelity or other bonds required of the City Administrator under law or ordinance.
18. **General Conditions of Employment:** In addition to the benefits cited herein, the City shall provide the City Administrator with and all benefits that apply to any other non union employees pursuant to the City of Oelwein personnel policy manual.

19. Binding Effect: This agreement shall be binding of the City and the City Administrator and the successor's assigns, and heirs of each respectively.

This agreement is now being executed by the parties as of the date stated at the beginning of this agreement.

City of Oelwein, Iowa

By _____ Date
Brett DeVore , Mayor

By _____ Date
Dylan Mulfinger , City Administrator

ATTEST:

Deputy City Clerk - Barb Rigdon



Minutes

Planning and Zoning Commission
Oelwein Community Plaza, 25 West Charles, Oelwein
May 3, 2021 - 5:30 PM

Roll Call Present: Gearhart, Rueber, Boleyn, Tousley, Sherrets
Also Present: Shekleton, Mark and Margaret March, Gerald and Norlene Buhr
Absent: Keeley, DeJong

Approve Minutes

1. Consideration of a motion to approve the minutes of the November 16, 2020 Planning and Zoning Commission

A motion was made by Sherrets, seconded by Tousley. All voted Aye.

Motion Carried

Variance Requests

2. Consideration of a request to rezone 1105 North Frederick and 1205 North Frederick from C2 Commercial to R1 Residential

March’s explained they bought the property at 1105 on March 17, 2021 in hopes to turn the structure into their primary residence. March’s called for a building permit and were advised by the Community Development Department they could not occupy the structure as their primary residence due to the zoning restrictions.

A motion was made by Boleyn, seconded by Sherrets to approve the recommendation to rezone 1105 North Frederick. All in Favor

Motion Carried

1205 North Frederick was removed from the agenda. Buhr stated that he wants his property to remain C2.

3. Consideration of Zoning Request #21Z01 which if approved would authorize the use of a structure as a residence at 131 12th Street SE

A motion to table the request was made by Gearhart, seconded by Rueber. All in favor

Motion Carried

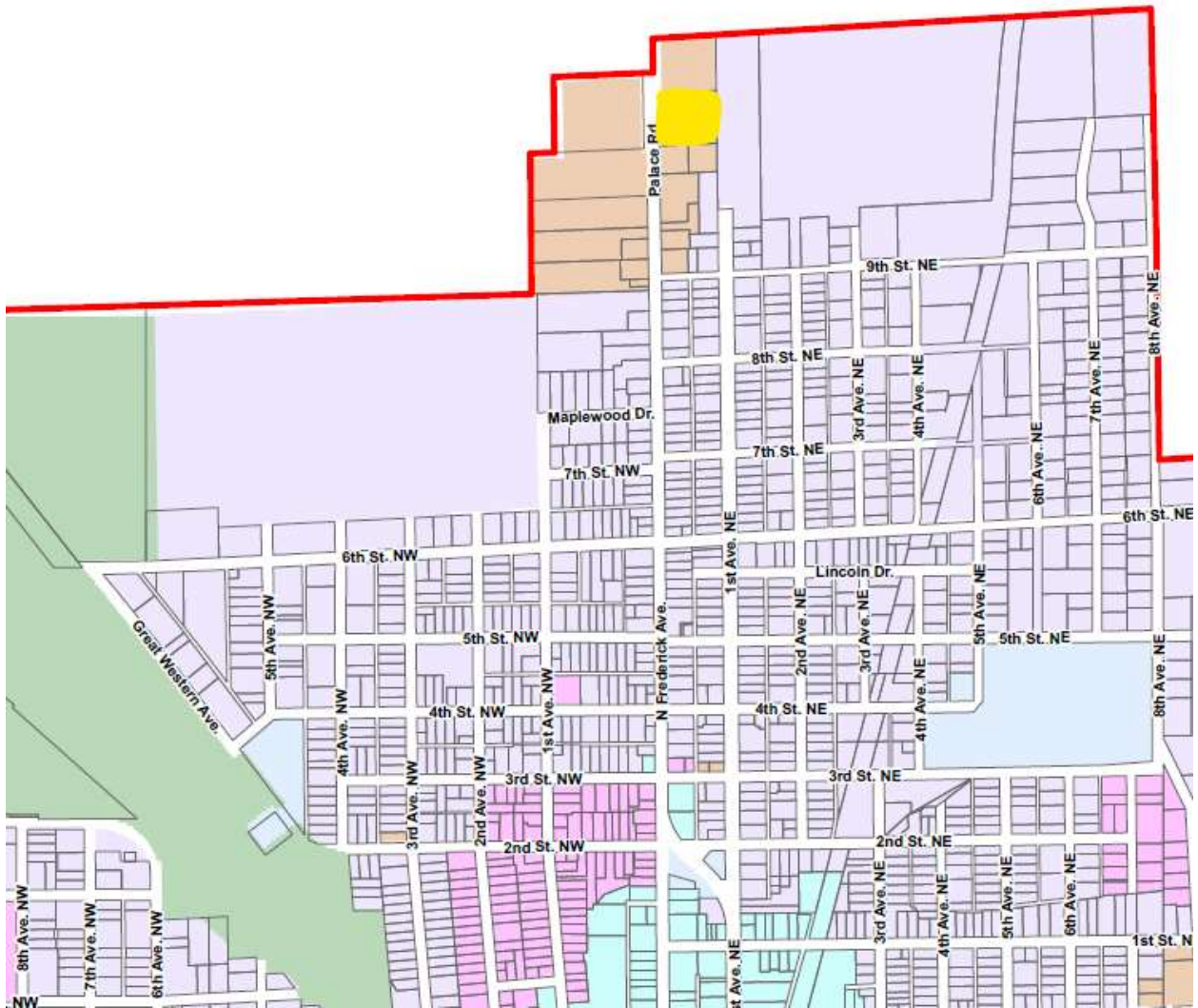
Adjournment

A motion was made by Gearhart, seconded by Tousley to adjourn. All voted aye.

Motion Carried

Jay Shekleton, Building Official

1105 North Frederick Rezone Request from C2 Commercial to R1 Residential



Date of Issuance: 5/6/2021
 Owner: City of Oelwein, Iowa
 Contractor: Maguire Iron, Inc.
 Engineer: FOX Engineering
 Project: West Water Tower Repainting

Effective Date: 5/10/2021
 Owner's Contract No.:
 Contractor's Project No.:
 Engineer's Project No.: 3406-19A
 Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Item 1: Supplementary Conditions, SC-7.06, Paragraphs 7.06.P and 7.06Q – Delete these paragraphs in their entirety from the Contract documents.

Item 2: Safety Climb Equipment – The materials of construction for the safety climb equipment shall be revised as follows:

- a. Revise the top and bottom bracket material listed in section 10 40 00, paragraph 2.2A from galvanized steel to stainless steel.
- b. Revise the quick link material listed in section 10 40 00, paragraph 2.2B from zinc plated steel to stainless steel.
- c. Revised the rung clamp material listed in section 10 40 00, paragraph 2.2D from galvanized steel to stainless steel.
- d. Revise the wire rope and cable guide material listed in section 10 40 00, paragraph 2.2E from galvanized steel to stainless steel.

Item 3: Ladder Security Cover – The ladder security cover installed on the tank leg ladder as a temporary security measure shall be permanently installed on the tank ladder.

Attachments: None

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ <u>765,220.00</u>	Original Contract Times: Substantial Completion: <u>120 calendar days</u> Ready for Final Payment: <u>150 calendar days</u>
Increase from previously approved Change Orders No. <u>1</u> to No. <u>3</u> : \$ <u>66,200.00</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>3</u> : Substantial Completion: <u>10 days</u> Ready for Final Payment: <u>10 days</u>
Contract Price prior to this Change Order: \$ <u>831,420.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>130 calendar days</u> Ready for Final Payment: <u>160 calendar days</u>
Increase of this Change Order: \$ <u>0.00</u>	Increase of this Change Order: Substantial Completion: <u>0 calendar days</u> Ready for Final Payment: <u>0 calendar days</u>
Contract Price incorporating this Change Order: \$ <u>831,420.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>130 calendar days</u> Ready for Final Payment: <u>160 calendar days</u>

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u>Jim Aldert</u>	By: _____	By: _____	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized)	Owner (Authorized)	Owner (Authorized)	Contractor (Authorized)	Contractor (Authorized)
Title: <u>Project Manager</u>	Title: _____	Title: _____	Title: _____	Title: _____	Title: _____
Date: <u>May 6, 2021</u>	Date: _____	Date: _____	Date: _____	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

Delivered via Email

May 6, 2021

Dylan Mulfinger
City Administrator
20 Second Avenue SW
Oelwein, IA 50662

RE: West Water Tower Repainting
FOX PN 3406-19A

Mr. Mulfinger,

Maguire Iron, Inc. has requested that Flores Sand Blast and Paint LLC be allowed as a subcontractor to perform the sandblasting and recoating work on the West Water Tower Repainting project. The Contract documents include provisions that require the prime contractor, Maguire Iron, Inc., to self-perform no less than 85% of the total contract cost for the project. Since the sandblasting and recoating work is a major portion of the work, these provisions would prohibit Maguire Iron, Inc. from utilizing Flores Sand Blast and Paint LLC as a subcontractor without modification of the original Contract documents.

Maguire Iron has indicated that they have a long-standing relationship with Flores Sand Blast and Paint and have successfully completed numerous projects together. Additionally, Maguire Iron has indicated that Flores Sand Blast and Paint would be utilizing a crew larger than Maguire Iron's in-house crew and would be able to complete the work approximately 25 days sooner than Maguire Iron would be able to. A project reference list for Flores Sand Blast and Paint was requested and a copy is attached to this letter for your information. In addition to requesting project references, FOX Engineering reached out to the paint manufacturers' local representatives to verify Flores Sand Blast and Paint's past performance and capabilities. Feedback received indicates that Flores has a reputation of performing quality work and is more than capable of successfully performing the work on the West Water Tower.

As an incentive to the City for authorizing a Contract change to allow Flores Sand Blast and Paint to perform the sandblasting and repainting portion of the work, Maguire Iron would agree to upgrade the ladder safety climb systems being installed on the tank from galvanized steel to stainless steel and would also install a ladder safety gate at the base of the tank ladder to provide additional measures to prevent individuals from climbing the tower. Both items would have a value to the city of several thousand dollars each, would provide a longer lasting safety climb system, and provide additional safety benefits to the city. In addition to providing these incentive items, Maguire Iron has committed to having their Quality Control team on site weekly during the sand blasting and repainting work to ensure all work is being conducted according to the specifications. This additional QC oversight would be in addition to third party inspections already being provided by the City.

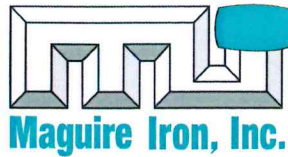
Based on information received on Flores Sand Blast and Paint's past performance and the benefits the city would be receiving from the incentive items Maguire Iron is offering, it is our recommendation that the City Council approve the attached Change Order No. 4 and allow Flores Sand Blast and Paint LLC to be utilized as a subcontractor on this project.

Sincerely,
FOX Engineering Associates, Inc.



Lance Aldrich, P.E.
Project Manager/Principal

cc: Vic Kane, Utilities Superintendent, City of Oelwein (Email)



March 17, 2021

Flores Sand Blast and Paint LLC

Flores Address: 9277 Byrd Drive Manassas, VA 20110. Juan Flores (571)-247-1430

Below are some of references and Jobs for Flores Sand Blast and Paint LLC.

Job Name	Tank Size/Style	City	State	Contact Person	Business Number	Cellphone Number	Containment
West River Lyman Jones (Wall Tank)	300 Sphere	Wall	SD	Brandon Kinsley	605-530-1139		No
West River Lyman Jones (Murdo Tank)	300 Sphere	Murdo	SD	Brandon Kinsley	605-530-1139		No
West River Lyman Jones (Kennebec Tank)	150 Sphere	Kennebec	SD	Jake Fitzgerald	605-530-1139	605-530-1139	No
Agar, SD	40 Cone	Agar	SD	Steve Mikkelson	605-258-2324	605-769-1600	No
Hartington, NE	500 Sphere	Hartington	NE	Pat Guy	402-254-6452	402-841-3901	No
Remsen, IA	200 Sphere	Remsen	IA	Chris Poecaus	712-786-2150	712-253-1516	No
Elkton, SD	200 Sphere	Elkton	SD	Dave Landsman	605-542-5411	605-690-2129	No
Eureka, SD	200 DE	Eureka	SD	Glen Olene	605-284-2411	605-520-0779	Yes
Bridgeport, NE	250 DE	Bridgeport	NE	Dave Smith		308-279-2531	No
2019							
Job Name	Tank Size/Style	City	State	Contact Person	Business Number	Cellphone Number	Containment
Haxtun, CO	300 Sphere	Haxtun	CO	Ron Carpenter	970-774-6104		No
Yuma, CO	250 Toro	Yuma	CO	Claude Strait	970-630-7487 x 2114	970-630-7487	No
Gothenburg, NE	500 DE	Gothenburg	NE	Dana Daniels	308-234-6456		No

Flores Sand Blast and Paint LLC are great contractors, they specialize in water tower Coatings and containment jobs. They will strive to get the project done well and in a timely manner.

Best.

Christopher Hatting
 Project Coordinator



Dillon Law PC

209 E 1st Street
Sumner, Iowa 50674

City of Oelwein
Attn: Dylan Mulfinger
20 2nd Ave. SW
Oelwein, IA 50662

CityOelwein

Oelwein City Attorney

INVOICE

Invoice # 8461
Date: 04/28/2021
Due Upon Receipt

Type	Date	Notes	Quantity	Rate	Total
Expense	04/07/2021	Reimbursable expenses: Recording fee for Puzek deed	1.00	\$39.00	\$39.00
Expense	04/09/2021	Reimbursable expenses: recording fee for Bender deed	1.00	\$41.00	\$41.00
Service	04/12/2021	complaint from Garceau re ticket	0.25	\$136.83	\$34.21
Service	04/12/2021	attendance at city council meeting	1.00	\$136.83	\$136.83
Service	04/14/2021	send spreadsheet, update	0.10	\$60.86	\$6.09
Service	04/16/2021	Flat Rate: Release of mortgage for Elevation Properties, LLC	1.00	\$50.00	\$50.00
Service	04/19/2021	Flat Rate: Drafting Quit Claim to Jeffrey T. Schuler	1.00	\$100.00	\$100.00
Service	04/19/2021	advising re vindictive eval	0.25	\$136.83	\$34.21
Expense	04/22/2021	Reimbursable expenses: Recording fee for Siegel & Schuler	1.00	\$58.00	\$58.00
Service	04/26/2021	email to mayor, sam and nathan, cases	0.10	\$60.86	\$6.09
Service	04/27/2021	attend council meeting	2.00	\$136.83	\$273.66
Expense	04/27/2021	Reimbursable expenses: Advancement to Fayette County Treasurer for tax sales	1.00	\$50.00	\$50.00
Expense	04/27/2021	Reimbursable expenses: Recording fee for tax sale deeds	1.00	\$34.00	\$34.00
				Total	\$863.09

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
8296	04/07/2021	\$2,867.04	\$0.00	\$2,867.04

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
8461	04/28/2021	\$863.09	\$0.00	\$863.09
Outstanding Balance				\$3,730.13
Total Amount Outstanding				\$3,730.13

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.



Dillon Law PC

209 E 1st Street
Sumner, Iowa 50674

City of Oelwein
Attn: Dylan Mulfinger
20 2nd Ave. SW
Oelwein, IA 50662

INVOICE

Invoice # 8460
Date: 04/28/2021
Due Upon Receipt

City of Oelwein nuisance/abatement work

nuisance/abatement work 657A's

Type	Date	Notes	Quantity	Rate	Total
Service	03/19/2021	review and file return of service re Oakes	0.20	\$60.86	\$12.17
Service	04/14/2021	Oakes, call to Estate recovery, file consent and AOS	0.30	\$60.86	\$18.26
Expense	04/16/2021	Reimbursable expenses: Service fee to Linn County Sheriff	1.00	\$60.00	\$60.00
Expense	04/21/2021	Reimbursable expenses: Service on Thomas Oaks	1.00	\$35.00	\$35.00
				Total	\$125.43

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
8104	03/03/2021	\$684.12	\$0.00	\$684.12
8295	04/07/2021	\$239.40	\$0.00	\$239.40

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
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8460	04/28/2021	\$125.43	\$0.00	\$125.43	
				Outstanding Balance	\$1,048.95
				Total Amount Outstanding	\$1,048.95

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Administrator's Council Agenda Memo
Date: 04/26/2021

Citizens Public Comments - See Guidelines for Public Comments Below

1. Presentation of Single Hauler study by Karlie Wegner, Senior Seminar
 1. The City works each year with senior seminar students and provides ideas on areas that need looked into with fresh eyes. This semester Karlie dove into the single hauler and has provided need information for the city and will review with council.

Consent Agenda

1. Consideration of a motion to approve the minutes of the April 26, 2021 Council meeting
2. Consideration of a motion to approve the minutes of the May 3, 2021 Council meeting
3. Consideration of a new 5 Day Special Class C Liquor License for Get R' Fried for Oelwein Celebration

Public Hearing

4. Public Hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement
 1. This public hearing is required for the city's State Revolving Fund (SRF) loan.

Ordinances

5. Consideration of an Ordinance Amending Section 14-130, Public Tree Care and Fees - Third and Final Reading
 1. This increase in the tree utility will allow for the city to address the large number of street trees that need to be taken down. The take down of Ash trees will add cost to removal and disposal. The City Administrator recommends approving the third and final reading.

Resolutions

6. Consideration of a Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$709,000 Water Revenue Bonds, Series 2021
 1. This allows the city to borrow money for the water infrastructure project that council approved.
 2. The project includes 5,200-ft of 8-inch water main installation under existing sealcoat streets in residential neighborhoods. Work on 1st ST NE



(8th AVE NE to Elmwood Parkway) includes transfer of water services from an old 4-inch water main to a 12-inch water main along the south side of 1st ST NE. Work on 1st ST NE (Elmwood Parkway to 13th Ave NE), 12th ST SE (Charles St to Oelwein Jr High), 5th ST NE (4th AVE SE to 9th Ave SE), and 6th AVE SE (5th ST SE to 7th ST SE) includes installation of a new 8-inch water main and transfer of water services. The project includes trenchless construction to reconnect 84 residential properties with a new 1-inch water services up to the curb stop, 5,400 S.Y. of 5-inch HMA patch over the water main trench, PCC curb/gutter replacement, 8-inch trenchless water main, traffic control, storm sewer replacement, sanitary sewer replacement, and seeding. Work also includes 300-ft of 3-inch HMA overlay of 12th Ave SE (just south of 2nd ST SE).

7. Consideration of a Resolution Amending Employment Contract with City Administrator Dylan Mulfinger
 1. This adds one week of vacation and a three percent raise to the City Administrator's contract. I also changed the review date to April. The City Administrator strongly recommends approving the resolution.

Motions

8. Consideration of a recommendation from Planning and Zoning Commission to Rezone 1105 North Frederick from C2 Commercial to R1 Residential and set Public Hearing for May 24, 2021
 1. This would allow the council to start the process to rezone. This is not a spot zone as it butts up to residential. The City Administrator recommends approving the motion.
9. Consideration of a motion to set a Public Hearing on Fiscal Year 2020-2021 Budget Amendment for 6:00 P.M. May 24, 2021
 1. This is required by state law and is done each year. The City Administrator recommends approving the motion.
10. Consideration of a motion to approve Change Order No. 4 with Maguire Iron, Inc. for West Water Tower Repainting Project
 1. This item has come about from Maguire and is recommended by our engineers. The City Administrator and Utility Supervisor are ready with any questions not answered by the engineers letter. The City Administrator recommends approving the motion.



PARKS MONTHLY UPDATE, APRIL 2021
PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation **www.oelwein.fun**

This month in the park department, we have been completing our daily disinfecting of areas and cleaning the downtown every morning. This month the employees have been working on getting the pool facility ready for the season. The new slide for the little kids has been secured to the pool deck and is ready for action. The employees were busy digging out the old mulch in the front of the aquatic center and put back some new bright mulch for the upcoming season. The surveillance system is being installed at the aquatic center, which is a CIP item that will provide coverage for the whole facility. New pads and batteries were ordered for the AED at the aquatic center. The employees also installed sanitizing stations throughout the aquatic facility this week that finally arrived. The park employees are busy installing the new playground equipment at Red Gate Park that this department received through a grant from the RJ McElroy Trust this past fall. We dragged the gravel roads at Woodlawn Cemetery to even them out and Jay picked up a load of patch to fill in potholes as well. The cemetery employees found a headstone that someone had tipped over and put it back into place, up front in block 18. The employees took picnic tables that Jay painted over the winter months and distributed in various parks. The employees cleaned the primitive toilets and repaired the vandalism that occurred over the winter months.

This month the trails committee accepted a \$4,000 donation for trails from the owners of Pizza Ranch, Brandi and Gerald Hershey. Ray Crandall is set to open the campground facility this weekend. At Platt Park, we reinstalled the grill by the shelter that we poured a new pad and rebuilt last fall. We will complete the sidewalk when we have other concrete projects lined up. At some point this season, we will install the new drinking fountain along this sidewalk. Jay and Tim are putting the final fittings on and preparing the drinking fountain at City Park on the west side of the bridge. At that shelter, we also removed all the picnic tables last fall and returned the proper amount that had been gone through and painted this winter. At red gate park, the playground equipment has been installed that was destroyed in the tornado last March. The plumbers finished the rough plumbing for the bathroom project at red gate. The employees have been mowing certain properties as the streak of warm weather got the grass growing in open areas. Alliant Energy has started moving some of their utility poles to make way for the new trail segment. In the tree board award presentation last month, they learned that they are the recipient of the Growth Award from Trees Forever, which is awarded to cities that expand tree programming every year. There are several groups coming in the next few weeks volunteering to complete projects in the parks and cemetery. We are still short staffed in the park and cemetery and looking for lifeguards for the pool this season.

On the third Monday, I held the park and rec meeting at the Fire Department to go over completed and future projects. The park employees have been busy mulching the downtown area this month. Tim Ledesma took the stump grinder to City Park and ground three stumps out where the city lost ash trees. The campground is open but has been slow due to the freezing temperatures this past month. The park department got the new two-stage snow blower attachment for the skid loader this week for trails and other uses along with the cemetery forks. Chris, Willie and Dan are busy forming up foundations at Woodlawn as tomorrow is the last day for people to get their foundation orders in. On Wednesday, I arranged for Upper Iowa University to send a sorority group down to paint a shelter at City Park. This is part of their annual day of caring that they had to skip last year due to COVID. Progress at Red Gate Park is ongoing as

PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun

Miller poured the bathroom floor. Mediacom came to pool to get the phone/internet hooked up for the season. Progress on the trail is moving right along with the contractors. Bacon const. has complete the majority of the tree removal and the stump removal has begun, as they will be responsible for disposing the stumps elsewhere. Alliant Energy trenched in an electrical line so that they could remove two utility poles to make way for the trail. This past month the Tree Board received their Outstanding Community Organization plaque from the Iowa Urban Tree Council. Peggy Sherrets and I are busy recruiting lifeguards for the season; emailing the entire student body, texting and calling past staff, talking to surrounding schools, online posts, and talking with students in person during lunch time at the high school.

The Antioch Church of Oelwein brought in a bunch of volunteers to walk through Woodlawn Cemetery, pick up loose decorations, and pick up sticks. The group also had a bunch of volunteers walk through Wings Park and pick up sticks and debris in the park as well. The church group had a cookout at the shelter in which anyone in the community was invited to have a free lunch. The floor at Red Gate Park new bathroom has been poured and the lumber for the shelter was supposed to be delivered this past week. At the pool, the backflow preventer was serviced so that it is ready to go for the upcoming season. I am also working on the trail grant for COVID funding which I will turn in the middle of May. The contractors are plugging away on the trail project, have the trees cleaned up, and stumps removed. Jay and Tim L. dug up and replaced a yard hydrant at City Park on Wednesday that was bad. Jay and I restrung the safety barrels at City Park Lake to keep patrons away from the dam. Tim L. took the harley rake and stirred up, and smoothed out the campground pads. At the campground, we hooked up internet and have WIFI available for the patrons as another amenity to bring in more campers.

Slide



Mulching



Mulching



Cameras



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

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AED pads



Roads maintained



Patching



Red Gate progress



Playground install



Headstone replaced



Tables distributed



Dirt work



Bathroom fixed



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Complex grading



\$4,000 trails donation



Paperwork/videos

Grill installed



City Park drinking fountain



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Playground equipment install



Tree cleanup



Alliant Energy



Growth Award



Mulching



Fountain prep



Stump grinding



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Park and Recreation

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New door kicked but no entry

Campground pads turned over

Snowblower



Foundations



Shelter scraped



Painted



Floor pouring



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Trail progress



Mediacom

Tree Board plaque



Concrete prep

Church volunteers



Church volunteers

Pool prep



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun

Church volunteers



Redgate floor poured



New yard hydrant



Safety barrels



Pads turned over



Daily Activities www.oelwein.fun

- ❖ Sanitizing shop and equipment
- ❖ Pick up garbage downtown
- ❖ Checking/maintaining parks, cemeteries
- ❖ Maintenance on equipment
- ❖ Order supplies for all departments
- ❖ Safety meetings
- ❖ Meet with contractors

Progress on Projects www.oelwein.fun

- ❖ Website work
- ❖ Finished ordering CIP items
- ❖ Trail easements/grants
- ❖ Continuing education classes completed
- ❖ Work on Park and Rec master plan
- ❖ Surveillance system at pool installed-1 left to install on pump room
- ❖ Bathroom/shelter project at Red Gate park ongoing
- ❖ Pool preparations
- ❖ Trail Segment 1 work
- ❖ Fayette Appreciation Day group
- ❖ Controller replaced at pool
- ❖ Antioch Church group cleaning day
- ❖ Drinking fountain foundations poured
- ❖ WIFI installed campground
- ❖ Playground equip installed Red Gate



Next Month and Future Projects www.oelwein.fun

- ❖ Disc golf course install
- ❖ Diamond 3 fencing
- ❖ Website work
- ❖ Finish shelter/sidewalk at Platt Park
- ❖ Remove old well houses at City Park
- ❖ Drinking fountains install, City & Platt
- ❖ Diamond 1 building work
- ❖ Arching sign for entrance at Woodlawn
- ❖ Memorial bench install at Plaza Park
- ❖ Electrical project at City Park
- ❖ Replace decking on old bridge
- ❖ Grant work
- ❖ Pool shelter install
- ❖ Motor/Pump replacement at pool
- ❖ Block signs at Woodlawn
- ❖ Install basketball anchors/ hoops at Wings Park
- ❖ United Way - Day of Caring
 - Mulching at Red Gate
 - Disc Golf at City Park
 - Power washing at pool
 - Bench painting log cabin
 - Bench, sign, playground equip. at Platt Park
 - City Park sign painted
 - Trail cleaning
 - Cemetery sign planting
 - Drinking fountain Platt Park

Joshua Johnson MA
Oelwein Park Superintendent





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun

TREE BOARD MINUTES
WEDNESDAY MAY 3RD 2021
PARK BUILDING @ 5:30, 500 7TH AVE SW

1. Roll Call – Ron Lenth, Joshua Johnson, Kyle Scheel, Jeff Milks, Bill Brownell, Robby McKeeman
2. Absent – McKeeman
3. Call to Order - 5:34 pm
4. Approval of April 5th, 2021 minutes

Motion - Brownell Second - Scheel

Aye All Nay None

5. Growth Programs – Johnson presented a list to the board from the Trees Forever website for the Growth Award requirements. Johnson stated to the board that they should take a look at the list and see what programs they want to start this year to increase programming with the board. The board discussed many options with the list including possible informational presentations to the public about tree selection and ash borer identification. The board talked about having a booth at the Oelwein Celebration or at Party in the Park to hand out information on trees. Johnson asked the board to review the list and bring back ideas on what they would like to complete this season. Johnson stated that they put information about the awards that the board received on Facebook this past week leading up to Arbor Day last Friday. Johnson thanked Milks for coming up to the tree planting at the aquatic center, where they planted a linden tree.
6. Treatment Plant Trees – The board adjourned to the treatment plant to look at the trees that had been planted out there years ago. The board would like to transplant the trees starting with the larger trees so that the City can still move with their equipment. The board talked about maybe transplanting some to the north parking lot. Johnson reminded the board that he would like to trim the trees in the south parking lot this fall after they do their annual trimming of the downtown streetscape trees. Brownell stated that he would like to come out and complete



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun

some trimming of the tree. Johnson stated that he would try to get the mower out there and knock down the grass for easy access to the area. Brownell stated that it has been one of the driest Aprils and would like to see the trees watered that the board planted last fall in the street boulevards.

- 7. Old Business - None
- 8. New Business - None
- 9. Adjourn - 6:11 pm
- 10. Next Meeting – June 7th, 2021

APRIL 2021

CITY OF OELWEIN TREASURER'S REPORT

Date Printed

5/4/2021

Fund	Beg Balance	Revenue	Expense	Transfers	Fund Balance	BANK BALANCE
001 General	441,778.10	374,811.92	246,123.69	(916.67)	569,549.66	
051 County Emergency Manage	9,004.37	5,083.53	-	-	14,087.90	
110 Road Use Tax	685,584.53	172,396.02	48,301.26	-	809,679.29	
112 Trust and Agency	374,350.98	202,284.87	83,611.20	-	493,024.65	
113 Flex Spending	1,436.73	1,637.08	1,637.08	-	1,436.73	1,436.73
119 Emergency	26,926.25	10,488.78	-	-	37,415.03	
120 Sidewalks Repaired/Replaced	-	-	-	-	-	
121 Sales Tax	556,684.21	42,876.35	-	-	599,560.56	
122 Hotel/Motel Tax	78,148.28	17.56	-	-	78,165.84	
123 Gas-Electric Franchise Fee	640,128.17	196,531.28	27,245.70	(21,180.00)	788,233.75	
124 Library Bequest	375,308.24	341.31	430.95	-	375,218.60	
126 Downtown TIF	121,918.00	31,175.68	-	-	153,093.68	
127 Industrial Park TIF	3,507.57	22,907.53	-	-	26,415.10	
128 Ind Park SubFund TIF East Penn	850,625.04	191.09	-	-	850,816.13	
132 DARE	2,738.80	-	-	-	2,738.80	
136 Trees Forever	14,405.82	5,500.00	-	-	19,905.82	
146 Oelwein Housing Revolving Loan Fund	125,958.77	78.29	-	-	126,037.06	
160 Econ Dev (\$12,500 Wellness Res)	327,472.53	777.57	29,729.98	-	298,520.12	
161 IRP Revolving Loan	292,702.29	131,884.52	22,479.88	-	402,106.93	403,361.81
162 Downtown Business Grants	78,006.84	17.52	-	-	78,024.36	
166 NSP	-	-	-	-	-	
167 Oelwein Volunteer Fire Dept	15,635.65	6,142.00	-	916.67	22,694.32	
177 Forfeit Assets	4,001.60	-	-	-	4,001.60	
200 Debt Service	569,777.66	129,739.30	-	21,180.00	720,696.96	
201 Water Bondsinking	180,196.04	40.48	-	16,888.00	197,124.52	
202 Sewer Bondsinking	544,720.86	122.37	-	53,800.00	598,643.23	
205 Special Assessments	-	2,667.00	-	-	2,667.00	
214 2016A GO UR ED Bond Ind Pk Land	-	-	-	-	-	
269 Future Proposed Bond Sale	-	-	-	-	-	
282 CDBG Housing Rehab	554.72	-	-	-	554.72	
285 2009 Bond Sale	-	-	-	-	-	
286 2016B GO Bond (Rise City Port)	-	-	-	-	-	
287 2020 GO Bond	171,762.08	38.59	-	-	171,800.67	
288 2016D Water Revenue Bond	-	-	-	-	-	
302 Oelwein Housing Teardown	(451,050.06)	-	-	-	(451,050.06)	
305 Airport Grant	(99,330.31)	-	-	-	(99,330.31)	
307 Tri Park Trail Extensions	708,243.26	4,159.10	-	-	712,402.36	
314 Oel Ind Park E Penn/14th St Ext	491,879.23	110.50	-	-	491,989.73	
385 West Water Tower	(56,163.31)	-	8,554.29	-	(64,717.60)	
386 42 Well Rehab	(204,901.13)	-	-	-	(204,901.13)	
387 Pave 10th Street SE/Old Road	35,217.49	7.91	-	-	35,225.40	
397 Railroad Grant-Viaduct	39,319.62	8.83	-	-	39,328.45	
501 Cemetery Perp Care	289,992.37	58.07	-	-	290,050.44	5,050.44
600 Water (2016D Reserve \$67,000)	554,627.31	83,130.40	89,459.42	(16,888.00)	531,410.29	
601 Water Infrastructure Fee	912,253.20	16,327.25	-	-	928,580.45	
620 Customer Water Deposits	128,901.32	4,150.00	1,972.97	-	131,078.35	
640 Fuel	37,613.98	15,319.91	23,381.39	-	29,552.50	
670 Landfill	48,936.96	49,078.72	81,220.73	-	16,794.95	
671 Recycling	3,248.20	6,443.03	19,734.01	-	(10,042.78)	
672 ROW Trees Utility Fee	31,064.45	5,355.05	6,846.53	-	29,572.97	
680 Wellness Center	(6,683.15)	11,762.59	17,968.69	-	(12,889.25)	
700 Sewer/Waste Treatment	853,969.59	119,229.99	84,220.10	(52,055.00)	836,924.48	
701 Sewer Infrastructure Fee	183,854.28	5,379.36	-	(1,745.00)	187,488.64	
706 20th Street Lift Station	76,073.83	17.09	-	-	76,090.92	
	10,070,401.26	1,658,288.44	792,917.87		10,935,771.83	

Item iii.

Fidelity 999-1003 and Community 999-1004 Money Market Accounts 9,091,134.02
 CD'S Cemetery \$285,000/Water Deposits \$100,000 385,000.00
 Fidelity IRP 999-1001/Flex 999-1002/Cem Perp Bank Ckng 501-1002 408,594.10
 Unapplied Accounts Receivable -
 Balance Checking Account 999-1000 1,051,043.71
 Payroll Liabilities -
10,935,771.83 10,935,771.83

Signature:  Date: 5/4/21

Item iii.

4/1/2021		4/30/2021		3/31/2021	
revenue	expense	transfer in	transfer out		
001-___-4	001-___-6	001-___-49	001-___-69	-	
051-___-4	051-___-6	051-___-49	051-___-69	-	
110-___-4	110-___-6	110-___-49	110-___-69	-	
112-___-4	112-___-6	112-___-49	112-___-69	-	
113-___-4	113-___-6	113-___-49	113-___-69	(0.00)	
119-___-4	119-___-6	119-___-49	119-___-69	-	
120-___-4	120-___-6	120-___-49	120-___-69	-	
121-___-4	121-___-6	121-___-49	121-___-69	-	
122-___-4	122-___-6	122-___-49	122-___-69	(0.00)	
123-___-4	123-___-6	123-___-49	123-___-69	-	
124-___-4	124-___-6	124-___-49	124-___-69	-	
126-___-4	126-___-6	126-___-49	126-___-69	-	
127-___-4	127-___-6	127-___-49	127-___-69	-	
128-___-4	128-___-6	128-___-49	128-___-69	0.00	
132-___-4	132-___-6	132-___-49	132-___-69	-	
136-___-4	136-___-6	136-___-49	136-___-69	-	
146-___-4	146-___-6	146-___-49	146-___-69	-	
160-___-4	160-___-6	160-___-49	160-___-69	(0.00)	
161-___-4	161-___-6	161-___-49	161-___-69	-	
162-___-4	162-___-6	162-___-49	162-___-69	-	
166-___-4	166-___-6	166-___-49	166-___-69	-	
167-___-4	167-___-6	167-___-49	167-___-69	(916.67)	
177-___-4	177-___-6	177-___-49	177-___-69	-	
200-___-4	200-___-6	200-___-49	200-___-69	(21,180.00)	
201-___-4	201-___-6	201-___-49	201-___-69	(16,888.00)	
202-___-4	202-___-6	202-___-49	202-___-69	(53,800.00)	
205-___-4	205-___-6	205-___-49	205-___-69	-	
214-___-4	214-___-6	214-___-49	214-___-69	-	
269-___-4	269-___-6	269-___-49	269-___-69	-	
282-___-4	282-___-6	282-___-49	282-___-69	-	
285-___-4	285-___-6	285-___-49	285-___-69	-	
286-___-4	286-___-6	286-___-49	286-___-69	-	
287-___-4	287-___-6	287-___-49	287-___-69	0.00	
288-___-4	288-___-6	288-___-49	288-___-69	-	
302-___-4	302-___-6	302-___-49	302-___-69	-	
305-___-4	305-___-6	305-___-49	305-___-69	-	
307-___-4	307-___-6	307-___-49	307-___-69	-	
314-___-4	314-___-6	314-___-49	314-___-69	-	
385-___-4	385-___-6	385-___-49	385-___-69	-	
386-___-4	386-___-6	386-___-49	386-___-69	-	
387-___-4	387-___-6	387-___-49	387-___-69	0.00	
397-___-4	397-___-6	397-___-49	397-___-69	-	
501-___-4	501-___-6	501-___-49	501-___-69	-	
600-___-4	600-___-6	600-___-49	600-___-69	-	
601-___-4	601-___-6	601-___-49	601-___-69	-	
620-___-4	620-___-6	620-___-49	620-___-69	-	
640-___-4	640-___-6	640-___-49	640-___-69	-	
670-___-4	670-___-6	670-___-49	670-___-69	-	
671-___-4	671-___-6	671-___-49	671-___-69	-	
672-___-4	672-___-6	672-___-49	672-___-69	-	
680-___-4	680-___-6	680-___-49	680-___-69	-	
700-___-4	700-___-6	700-___-49	700-___-69	-	
701-___-4	701-___-6	701-___-49	701-___-69	-	
706-___-4	706-___-6	706-___-49	706-___-69	-	

(92,784.67)

	1,051,043.71	9991000 Checking	Revenue check - should equal transfers
	0.00	9991111 Utility	
	0.00	9991112 Accounts Receivable	
001-1301	0.00	0012120 payroll liabilities	
	0.00	___-2020 accounts payable	
	1,051,043.71	- Ckg Bal to match	
		Col I Line 62	

The Oelwein Public Library Board of Trustees will meet on Tuesday, May 11, 2021 at 5:00 p.m. at the Oelwein Public Library.

AGENDA

Roll Call

Agenda Approved

Minutes Approved

Correspondence and communications –

Trustee Training – Library Access – email

Director’s Report – RSVP Board, Emergency Lighting Ballasts and Exit signs, Summer Reading Program

Friend’s Report –

Bills Approved –

Unfinished Business

New Business

Policy Review – Circulation of Library Materials

Adjournment

April Statistics

Circulation:

21 April: 2,460

20 April: 188

Attendance:

21 April: (1,232) Sunday()

20 April: (0) Sunday()

Computer Use:

21 April: 183 Wireless: 381

20 April: 0 Wireless: 6

New Patrons:

21 April: 6

20 April: 1

Program Attendance:

21 April: 11

20 April: 0

Reference Questions:

21 April: 445

20 April: 113

Website Visits:

21 April: 613

Acquisitions:

Books 96

Movies 8

BRIDGES Downloads: 305

eBooks: 181

Audio: 116

eMagazines: 8

HOOPLA Downloads: 90

eBooks: 27

Audio: 44

Movies: 9

Comics: 8

Music: 2

48. (Tier 1) The library has an email address.

Circulation of Library Materials

February 2001

Revised 12/28/06, 11/15/07, 2/12/09, 6/14/12, 2/13/18, 5/11/21

Reviewed 12/17/15

Material	Check-out Period	Renewal Limit	
Books, Magazines, Newspapers	2 weeks	2	[current magazine & one week of newspapers
Audiocassettes, CD's, Kits	2 weeks	2	not circulate]
Non-Fiction Videos & DVD's	2 weeks	2	
Entertainment Videos & DVD's	7 days	1	
Reference	Overnight	0	
Archival materials	0	0	
Grace Period	3 days		

Individual Check-out Limits

Adults	30 items
Children 6 th grade and under	3 items, 30 items if accompanied by a parent or legal guardian
First Day Cardholder	3 items
Entertainment Videos & DVD's	3 items

Renewals and Reserves

- Materials can be renewed in person, **online**, or over the phone.
- Materials with reserves may not be renewed.
- Reserves will be held for 3 days.
- Material needed for additional time must be returned for recheck-out.

Special Check-out

Homebound, Residential Facilities, Hospitals, Doctor's offices, Senior Housing

- Deliveries upon request
- Automatic renewals up to limit

Vacation

- Up to 6 weeks upon request

Teachers and Home School Parents

- Applies from September 1 through June 1
- Must teach in the Oelwein School District or is an Oelwein Resident who teaches in another district
- Must use Teacher/Home School library card
- Items checked-out must be for classroom use, not personal use
- Automatic renewals up to limit

Special Circumstances

- Discretion of the Director

Library Report to the City Council – May 2021

Changes in Restrictions



- Masks are no longer required.
- Study rooms are available.
- Meeting room is available for scheduling meetings.
- Normal computer usage will resume.
- Passport services will resume.
- Curbside service will remain available. Call 319-283-1515.

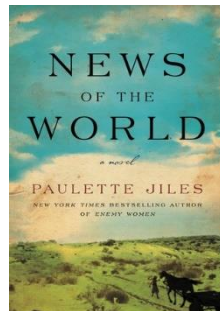
Seed Library



The Oelwein Public Library's Seed Exchanges is stocked with seeds. Plant some seeds in your garden or flower bed, watch them grow, and return with some seeds in the fall to share for next year!

Book Club at the Library!

Book Club will meet *in person* in the library meeting room. May's book will be *News of the World* by Paulette Jiles. Discussion will be Tuesday, May 25th, at 2:00 pm.



May Take and Make Kit



**Book
Page
Banner**

Have you signed up yet?

The Oelwein Library Foundation and



Friends of the Oelwein Library proudly present the opportunity for our patrons, with a zip code of 50662, to participate in Dolly

Parton's Imagination Library.

Dolly Parton's Imagination Library is a book gifting program for children from birth to age five. Each month a new, carefully selected book will be mailed in your child's name directly to your home. There is no cost or obligation to your family. You can fill out a registration form at the library or look for the clickable links on our website at www.oelwein.lib.ia.us

Outdoor Story Time



Pages & Play Club is back! Bring a blanket and join Miss Katie outside for stories and activities. In case of inclement weather, we will move indoors. Masks are recommended and social distancing will be practiced.

Story Time – Wednesdays – 10:00