



Agenda

City Council Work Session Meeting
Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa
6:30 PM

November 10, 2025
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Council Members: Karen Seeders, Anthony Ricchio, Lynda Payne, Dave Lenz, Renee Cantrell

Pledge of Allegiance

Discussions

- [1.](#) Steak House City Land Acquisition Discussion.
- [2.](#) Tiny Homes & Zoning Discussion.
- [3.](#) Fayette County Landfill Commission RFP Discussion.
- [4.](#) Illegal Camping Ordinance Discussion.

Adjournment

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



October 31,2025

Dear Dylan,

I would like to formally request for purchase from the City of Oelwein the following land to provide additional space for The Steakhouse located at 9 1st St SW:

A parcel no less than 25 ft. x 58 ft. directly West of the existing building.

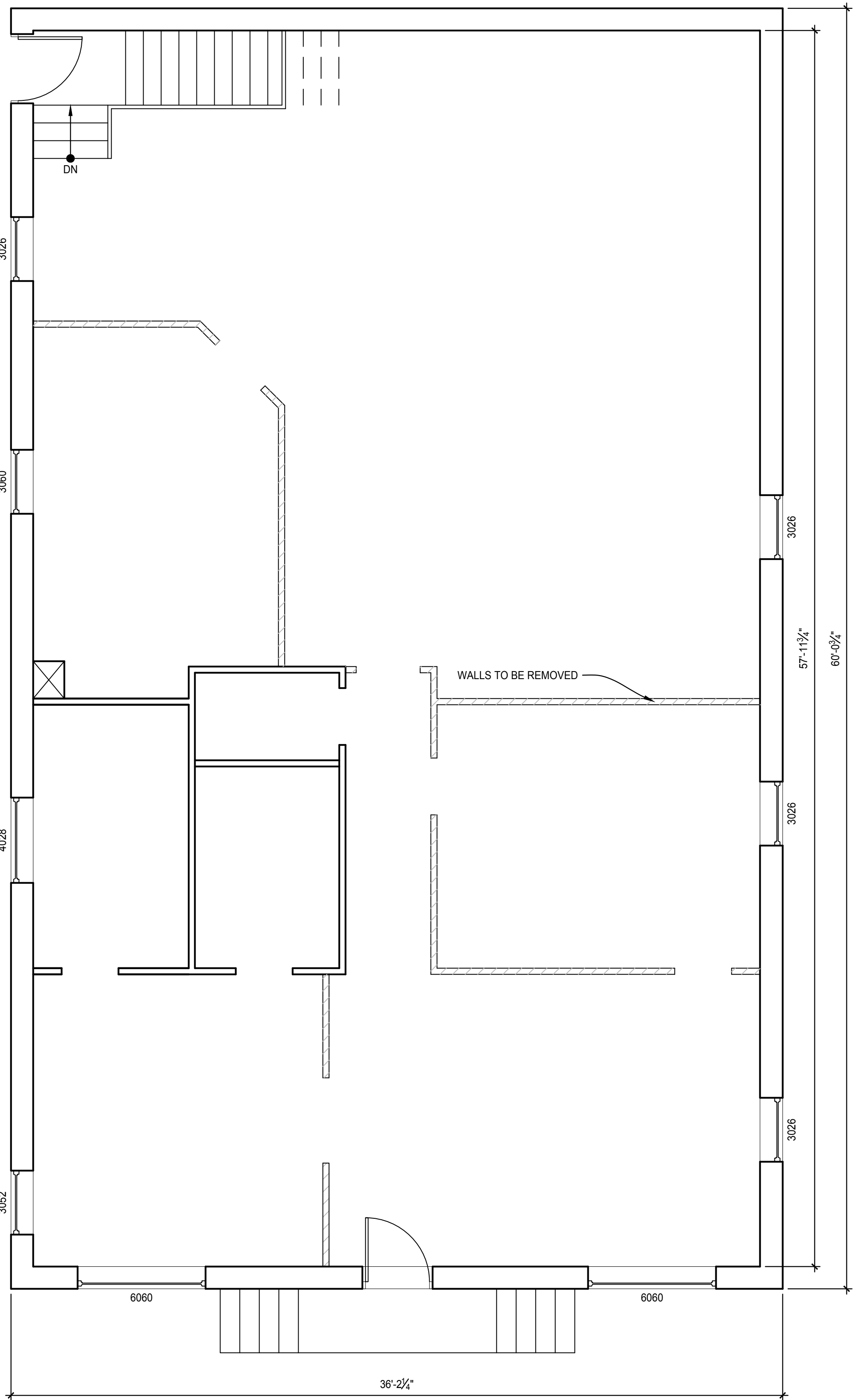
This requested area would serve as an “open air” seating area that could be utilized year round. This area would have the feel of an outdoor patio with various types of vegetation, and a 7 ft. fountain.

Thank you for your consideration with this request. Please feel free to reach out at anytime if you have questions or concerns.

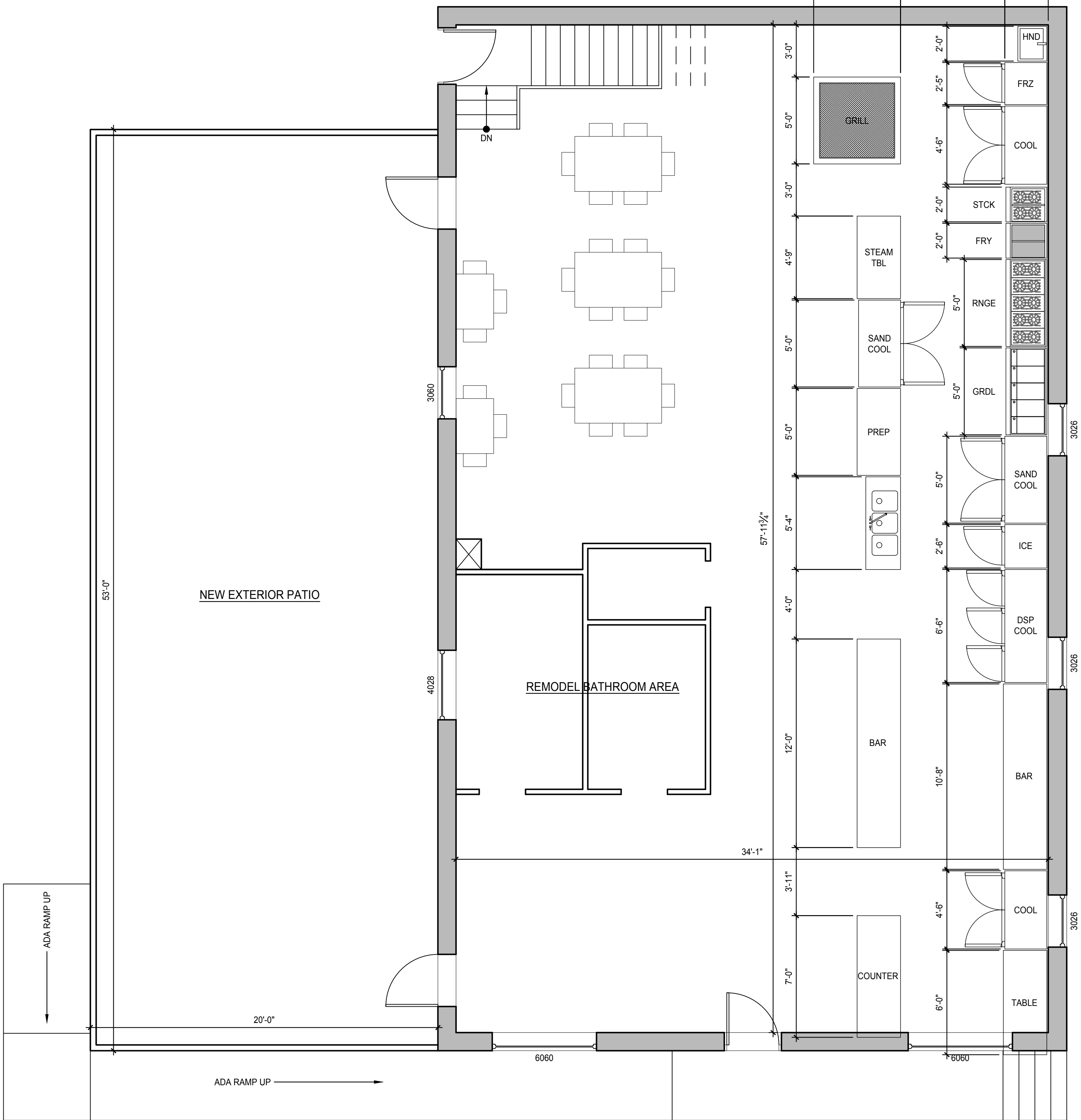
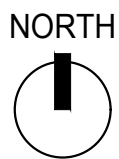
Kindly,

Glenn Loeffelholz
Owner / Operator

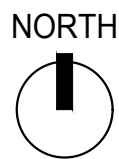
9 1st St SW Oelwein, IA 50662



EXISTING FLOOR PLAN
SCALE: 1/4" = 1'-0"



PROPOSED FLOOR PLAN
SCALE: 1/4" = 1'-0"



PROJECT INFORMATION

9 1ST ST SW, OELWEIN, IA 50662
OFFICE BUILDING TO RESTAURANT CONVERSION
MAIN FLOOR NET INTERIOR AREA: 1,976 SF



November 10, 2025

Dear Mayor and Council Members,

As Building Official for the City of Oelwein, I want to address growing interest and discussion around alternative housing types—specifically, “tiny homes” and manufactured housing—as solutions to rising construction costs and housing shortages.

While affordability and housing variety are valid community goals, I want to offer some technical context on the current code environment and recommend caution when considering amendments to minimum dwelling standards.

Oelwein’s Minimum Dwelling Code: A Practical Baseline

Section 12-4 of the Oelwein City Code establishes three foundational standards for residential dwellings:

1. **Minimum 20 feet in both width and length** of living space, not including garages, decks, or porches.
2. **A complete, permanent foundation with frost footing.**
3. **Full compliance with local and state zoning and building regulations.**
(Ord. No. 744, §1, 6-25-84; Ord. No. 1010, 2-10-2003)

These requirements serve as basic structural, safety, and livability benchmarks. They are modest when compared to national building standards, and are necessary to maintain long-term housing quality in Oelwein.

Notably, this section does **not outright prohibit tiny homes** or manufactured homes. Rather, it ensures that **any residential unit installed—regardless of size or type—meets a minimum standard of construction and permanence.** The **20' x 20' living space minimum** effectively discourages the proliferation of **single-wide units** (typically 14–16 feet wide), which historically present challenges in terms of durability, energy efficiency, and long-term neighborhood character.

If this standard were removed or relaxed, the city could quickly see an influx of **non-permanent, substandard dwellings**, leading to undesirable density and diminished housing quality—what some have fairly described as “trailer town” conditions.

Manufactured Housing vs. Tiny Homes: Critical Differences

It's important to distinguish between several types of alternative housing:





- **Manufactured homes:** Built to HUD standards, inspected at the factory, and labeled for transport. These are valid housing solutions when installed on **permanent foundations** and connected to city infrastructure.
- **Modular homes:** Built to **IRC standards**, typically indistinguishable from site-built homes once installed.
- **Tiny homes:** Often misunderstood. While the **2021 IRC Appendix AQ** provides guidance for “tiny houses,” it does not override Oelwein’s **Sec. 12-4** requirements. Moreover, tiny homes still need to comply with **IRC Chapter 3** (building planning), which includes essential requirements for stairs, egress, ceiling height, ventilation, insulation, and more. “Tiny home” has no specific definition.
- **Non-code-compliant units:** This includes repurposed sheds, shipping containers, or online prefab kits not constructed to any recognized residential code (e.g., Amazon fold-out homes). These pose substantial risks and are generally **not eligible for legal occupancy** in Oelwein.
- **State definitions:**
 - **“Manufactured home”** means a factory-built structure built under authority of 42U.S.C. §5403, that is required by federal law to display a seal from the United States department of housing and urban development, and was constructed on or after June 15, 1976.
 - **“Mobile home”** means any vehicle without motive power used or so manufactured or constructed as to permit its being used as a conveyance upon the public streets and highways and so designed, constructed, or reconstructed as will permit the vehicle to be used as a place for human habitation by one or more persons; but shall also include any such vehicle with motive power not registered as a motor vehicle in Iowa. A “mobile home” is not built to a mandatory building code, contains no state or federal seals, and was built before June 15, 1976
 - **“Modular home”** means a factory-built structure which is manufactured to be used as a place of human habitation, is constructed to comply with the Iowa state building code for modular factory-built structures, as adopted pursuant to section 103A.7, and must display the seal issued by the state building code commissioner.





50' Wide Lots

-The primary concern brought up on these lots is setbacks leading to a lack of buildable space. Current R-1 setbacks for any lot less than 60' in width are:

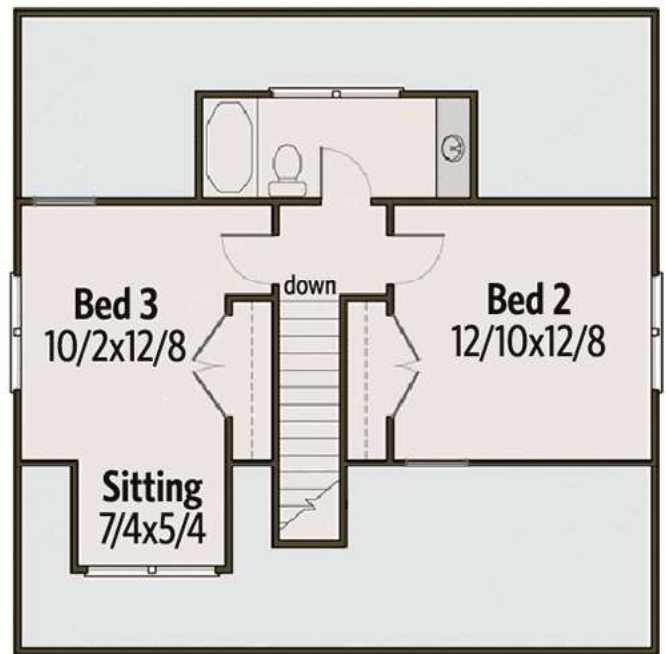
- Front 25'
- Rear 25'
- Side 5'

-Therefore: On a 50' x 100' lot there is 40'W x 50'L of buildable space for a primary structure. This is 2000' sq ft of buildable space. This is more than enough space to build a substantial structure.

-This also can be increased via setback relaxations, through an application to the ZBA, to a 15' front and rear setback to a maximum of 40'W x 70'L of total buildable space for a primary structure. This is 2800 sq ft total.

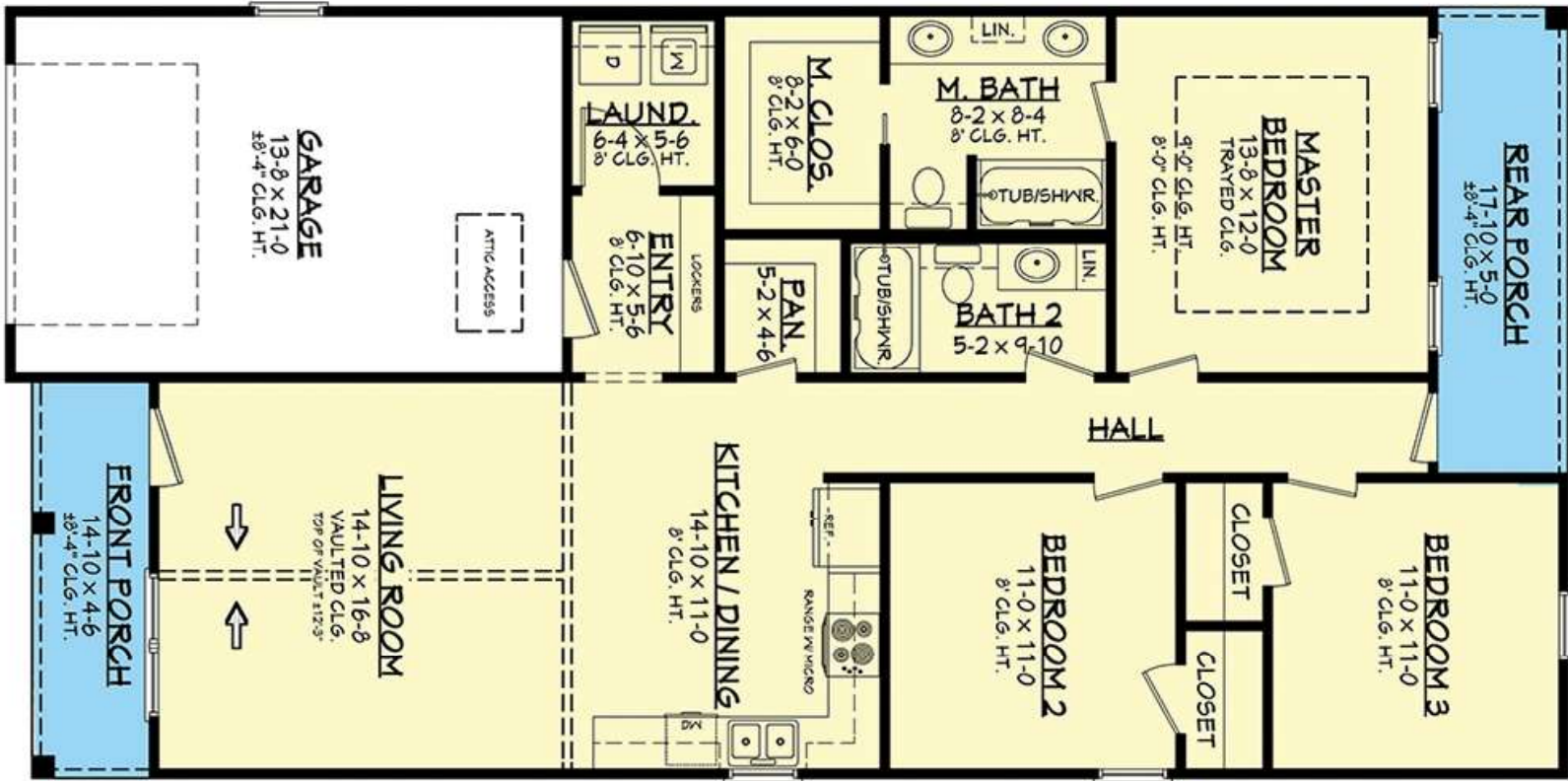






**Bungalow - Sample Floor Plan
Main Floor (left) and Upper Floor**





Ranch - Sample Floor Plan





Request for Proposals (RFP)

Transition from Population-Based Billing to Tonnage-Based Hauler Billing

Issued by: Fayette County Landfill Commission

1. Introduction

- a. The Fayette County Landfill Commission (FCLC) is soliciting proposals from qualified consultants or firms to assist in transitioning from a municipal population-based fee structure to a tonnage-based fee structure, with direct billing to waste haulers operating within Fayette County. The goal is to implement a more equitable, usage-based fee system that reflects actual landfill use and tonnage handled.

2. Background

- a. FCLC currently funds landfill operations by billing cities and incorporated areas based on their population size. While this system has served the Commission for years, it does not reflect actual landfill usage, leading to inequities between communities and over- or undercharging for landfill services.
- b. The Commission is seeking to eliminate municipal billing and instead charge waste haulers directly based on actual tonnage delivered to the landfill. This transition must account for operational, legal, fiscal, and administrative implications and be completed in a way that ensures fairness, transparency, and regulatory compliance.

3. Objectives

- a. The selected firm will:
 - i. Evaluate current billing, hauling, and tonnage tracking processes.
 - 1. This includes recycling services
 - ii. Develop a feasible, legally sound transition plan to tonnage-based billing.
 - iii. Engage with stakeholders (municipalities, haulers, board members).
 - iv. Provide cost-benefit analysis of the new model.
 - v. Propose an implementation timeline, communications strategy, and enforcement mechanisms.

4. Scope of Work

- a. Assessment Phase
 - i. Review current population-based billing model and municipal agreements.
 - ii. Analyze waste hauler operations, volumes, and existing data collection.
 - iii. Identify all affected stakeholders and their roles.
- b. Planning and Design

- i. Develop a proposed tonnage-based billing model.
 - ii. Recommend fee structures, reporting requirements, and billing frequency.
 - iii. Identify policy or ordinance updates required for implementation.
 - c. Stakeholder Engagement
 - i. Facilitate meetings or workshops with municipal officials and haulers.
 - ii. Provide educational materials explaining the shift.
 - d. Implementation Planning
 - i. Recommend systems or tools to track tonnage and invoice haulers.
 - ii. Propose procedures for dispute resolution, late payments, and enforcement.
 - iii. Estimate administrative costs and staffing requirements.
 - e. Final Deliverables
 - i. Comprehensive transition plan with clear milestones.
 - ii. Sample ordinances or resolutions for Commission and municipalities.
 - iii. Draft hauler agreements or contracts.
 - iv. Final presentation to the Fayette County Landfill Commission.
- 5. Proposal Requirements
 - a. Please include the following in your proposal:
 - i. Company profile and qualifications.
 - ii. Description of approach and methodology.
 - iii. Timeline for project completion.
 - iv. Itemized cost proposal, including any travel or incidental expenses.
 - v. References from recent clients, preferably other public agencies or landfill authorities.
- 6. Selection Criteria
 - a. Proposals will be evaluated based on the following:
 - i. Relevant experience and qualifications.
 - ii. Quality and feasibility of the proposed approach.
 - iii. Understanding of local government and landfill operations.
 - iv. Cost-effectiveness.
 - v. References and past performance.
- 7. Submission Instructions
- 8. Deadline to Submit: [Insert Date]
 Submit To:
 Fayette County Landfill Commission
 Joan Swenka, Coordinator
 Solid Waste Transfer Station
 10275 Kornhill Road
 Fayette, Iowa 52142

joans@iowatelecom.net
563-425-3037

Electronic submissions (PDF format) are encouraged. Late submissions will not be considered.

9. Timeline

a. Milestone	Date
RFP Released	Insert Date
Questions Due	Insert Date
Proposal Deadline	Insert Dat
Selection Made	Insert Date
Project Start	Insert Date

10. Questions

11. All questions regarding this RFP must be submitted via email to joans@iowatelecom.net by [Insert Date]. Answers will be posted or shared with all interested firms.

Proposal Evaluation Form

Fayette County Landfill Commission

RFP: Transition from Population-Based Billing to Tonnage-Based Hauler Billing

Firm Name: _____

Evaluator Name: _____

Date: _____

Evaluation Criteria

Please score each section on a scale of 1 (Poor) to 5 (Excellent).

1. Experience & Qualifications

Does the firm have relevant experience with landfill operations, local government, or similar fee transitions?

Score (1-5): _____ Comments: _____

2. Proposed Approach & Methodology

Is the approach logical, well thought out, and tailored to the Commission's needs?

Score (1-5): _____ Comments: _____

3. Understanding of the Scope

Does the firm clearly understand the goals, challenges, and stakeholders involved?

Score (1-5): _____ Comments: _____

4. Cost Proposal

Is the cost reasonable, competitive, and clearly broken down?

Score (1-5): _____ Comments: _____

5. Timeline & Deliverability

Is the proposed timeline realistic and achievable?

Score (1–5): _____ Comments: _____

6. Stakeholder Engagement Plan

Does the firm provide a meaningful plan for engaging cities and haulers?

Score (1–5): _____ Comments: _____

7. Innovation or Added Value

Does the proposal offer innovative ideas, tools, or insights beyond the basic requirements?

Score (1–5): _____ Comments: _____

8. Overall Impression

What is your overall impression of the firm and their ability to deliver on this project?

Score (1–5): _____ Comments: _____

Total Score (out of 40): _____

Additional Comments:

RESOLUTION NO. _____-2025

A RESOLUTION ENCOURAGING THE FAYETTE COUNTY LANDFILL COMMISSION TO STUDY A TRANSITION
FROM POPULATION-BASED BILLING TO TONNAGE-BASED HAULER BILLING

WHEREAS, the City of Oelwein is a participating municipality in the Fayette County Landfill Commission (FCLC), and

WHEREAS, the city of Oelwein continues to receive a finding in their audit because the city has no way to provide the amount of people per household that the Fayette County Landfill Commission is using as its charging metric, and

WHEREAS, the current method of funding landfill operations relies on charging participating cities based on their population, regardless of their actual waste disposal volume, and

WHEREAS, this method may result in inequities between municipalities that generate varying amounts of waste but are billed similarly, and

WHEREAS, a tonnage-based billing model, where waste haulers are charged based on the actual volume of waste delivered to the landfill, may better reflect usage and promote fairness, transparency, and sustainability, and

WHEREAS, the Fayette County Landfill Commission has the authority to evaluate and implement operational and financial practices that support long-term fiscal responsibility and environmental stewardship;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OELWEIN, IOWA:

The City of Oelwein hereby encourages the Fayette County Landfill Commission to formally research and evaluate a transition from population-based billing of municipalities to a tonnage-based fee structure for waste haulers.

The City supports efforts by the Commission to engage a qualified consultant or firm to study the financial, operational, legal, and administrative impacts of such a transition.

The City further encourages the Commission to gather input from all affected stakeholders, including municipalities, waste haulers, and the public, during the evaluation process.

The City of Oelwein is committed to participating in future discussions and planning efforts that promote a fair and effective waste management funding model.

Passed and approved by the City Council of the City of Oelwein, Iowa this 24th day of November, 2025.

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

Ricchio

Weber

Lenz

Cantrell

Seeders

Payne

Attest:

Dylan Mulfinger, City Administrator

Recorded November , 2025

Article IV – Unlawful Camping

Sec. 23-101. Unlawful Camping.

It is unlawful to camp, occupy a campsite, or use camp paraphernalia in the following areas unless specifically authorized by City campground rules, temporary permit, or mayoral emergency declaration:

1. Any park.
2. Public property not ordinarily open to the public (e.g., buildings, water sites, stormwater facilities, secured areas);
3. Any street or sidewalk reserved for vehicle or pedestrian travel.
4. Other portions of street rights-of-way.
5. Any other public lot or property improved or unimproved.

Sec. 23-102. Storage of Personal Property.

It is unlawful to store personal property, including camp facilities or paraphernalia, in the areas listed in Sec. 23-101(1) through (5).

Sec. 23-103. Open-Air Camping.

1. It shall be unlawful for any person to engage in open-air camping on any property within the City of Oelwein except when conducted on property lawfully owned or leased by that person.
2. “Open-air camping” means sleeping, resting, or lodging in the open or in a vehicle, whether or not camp facilities or paraphernalia are used, outside of a designated campground or lawful private property.
3. Nothing in this section shall prohibit temporary camping activities expressly authorized by City permit, City regulation, or mayoral emergency declaration.

Sec. 23-104. Penalties.

1. A violation constitutes trespass and is a simple misdemeanor punishable by fine only. The maximum fine for a first offense is \$100 plus court costs.
2. A second or subsequent violation within twelve (12) months constitutes criminal trespass under Iowa Code § 716.7 and may be enforced as such, including arrest.

Sec. 23-105. Enforcement.

1. Officers may issue citations of arrest pursuant to this chapter with a notice to appear in court. If the officers seize the camp items or personal belongings of the defendant, officers shall provide a notice to the defendant that states the defendant has seventy-two hours (72) to reclaim items
2. The Police Department may store seized items for 72 hours, after which unclaimed property may be disposed of.
3. Items left 72+ hours are deemed abandoned and may be removed. Hazardous items may be removed immediately. Notice may be given personally or by posting at the site.

Sec. 23-106. Definitions.

- **Camp:** To pitch or occupy camp facilities or use camp paraphernalia.
- **Camp facilities:** Includes, but is not limited to tents, huts, or temporary shelters used for sleeping or overnight shelter. Excludes structures used temporarily for authorized events between 6:00 a.m.–11:00 p.m.
- **Camp paraphernalia:** Includes, but is not limited to tarps, cots, beds, sleeping bags, hammocks, non-city cooking facilities, and similar equipment.
- **Park:** City-designated or maintained parks, trails, playgrounds, athletic fields, and public open spaces.
- **Store:** To set aside, place, or leave in a location for future use, or to put aside for safekeeping.
- **Street:** Any highway, road, lane, alley, right-of-way, or place open to public vehicular travel.



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Illegal Camping

Date: 11/10/2025

With an unfortunate rise in people camping or sleeping in communities across Iowa, Oelwein will need to have code ready to restrict this type of activity. The city wants to have code available to ensure if a problem arises the city can take the appropriate action. In many cases, where a person finds themselves with no housing, the city works through numerous resources to find them shelter. Unfortunately, many of those resources are dwindling and are not as helpful as we need them to be for our community. Unhoused community members need help, but the city does not have the resources available to address this issue. The approach for helping unhoused community members will need to come from a joint government collaboration of local, county, and state. This ordinance is being put in place as a last resort for unhoused issues.