



Agenda

City Council Work Session

Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa

6:30 PM

February 10, 2020
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Warren Fisk

Council Members: Matt Weber, Renee Cantrell, Tom Stewart, Charles Gerdts, Rex Ericson

Pledge of Allegiance

Discussions

- [1.](#) Discussion on Code Enforcement - Snow
- [2.](#) Discussion on Tax Levy
- [3.](#) Discussion on 2020/2021 Salaries
- [4.](#) Discussion on 2020 Goals
- [5.](#) Discussion on Economic Development

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

SECTION 14-93. CLEARING SNOW, ICE AND ACCUMULATIONS.

1. It shall be the duty of a property owner to keep sidewalks abutting its property clear of accumulations of snow or ice. If the owner fails to do so within twenty-four hours after such snow or ice is accumulated, the City shall notify the property owner or resident that the natural accumulations of snow or ice must be removed within twenty-four hours. If the accumulation of snow and ice is not removed within said twenty-four hours, then the City may have the accumulations of snow and ice removed without further notice. The notice required by this subparagraph shall be attempted by personal contact, if practical. Alternatively, 227 notice will be deemed completed by posting written notice on the premises. (Ord. No. 867, 5-11- 92.)

2. If the City removed the accumulation of snow and ice, the code enforcement officer shall give the Council an itemized and verified statement of the costs and a legal description of the property. The costs for the removal of snow and ice accumulations shall be billable at a rate established by resolution of the City Council. The City Clerk shall send a statement of costs for the removal of snow and ice to the owner of the abutting property. The itemized statement of cost required by this subparagraph may be given either by personal 226 service or by mail to the last known address of the owner. The notice shall contain a statement of the work performed, the cost of the work that is being assessed, a description of the property affected and the fact that the person may pay the amount assessed within thirty days without interest or penalty, or may request a hearing in writing to object to such assessment within thirty days. (Ord. No. 936, Section 1, 03-10-1997; Ord. No. 1120, 6-26- 2012.)

A request for hearing provided by this sub-paragraph shall be made in writing and shall be filed with the City Clerk at City Hall within thirty days and must specify the basis for objection to the assessment. If a property owner requests a hearing, the City Council shall within fifteen days after receiving the written request for hearing fix the time and place for hearing, which shall be within ninety days of the date of the filing of the request for hearing

33-310

ITEM #2.

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2020 - ENDING JUNE 30, 2021

Resolution No.: _____

The City of: Oelwein

County Name: FAYETTE

Date Budget Adopted: 3/9/2020

(Date) xxxxxxxx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

319-283-5440

Telephone Number

Signature

County Auditor Date Stamp

January 1, 2019 Property Valuations

Last Official Census

	Regular	2a	160,811,504	2b	156,169,512	6,415
	DEBT SERVICE	3a	189,682,389	3b	185,040,397	
	Ag Land	4a	584,811			

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 1,302,573	1,264,973	43 8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 130,000	126,247	52 0.80840
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 21,042	20,435	465 0.13085
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
		Total General Fund Regular Levies (5 thru 24)	25 1,453,615	1,411,655	
384.1	3.00375	Ag Land	26 1,757	1,757	63 3.00375
		Total General Fund Tax Levies (25 + 26)	27 1,455,372	1,413,412	Do Not Add
		Special Revenue Levies			
384.8	0.27000	Emergency (if general fund at levy limit)	28 43,419	42,166	64 0.27000
384.6	Amt Nec	Police & Fire Retirement	29 170,000	165,093	1.05714
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 197,000	191,314	1.22504
Rules	Amt Nec	Other Employee Benefits	31 470,000	456,434	2.92268
		Total Employee Benefit Levies (29,30,31)	32 837,000	812,841	65 5.20486
		Sub Total Special Revenue Levies (28+32)	33 880,419	855,007	
		Valuation			
386	As Req	With Gas & Elec	Without Gas & Elec		
		SSMID 1 (A) _____ (B) _____	34 _____	0	66 _____ 0
		SSMID 2 (A) _____ (B) _____	35 _____	0	67 _____ 0
		SSMID 3 (A) _____ (B) _____	36 _____	0	68 _____ 0
		SSMID 4 (A) _____ (B) _____	37 _____	0	69 _____ 0
		SSMID 5 (A) _____ (B) _____	555 _____	0	565 _____ 0
		SSMID 6 (A) _____ (B) _____	556 _____	0	566 _____ 0
		SSMID 7 (A) _____ (B) _____	1177 _____	0	### _____ 0
		SSMID 8 (A) _____ (B) _____	1185 _____	0	### _____ 0
		Total Special Revenue Levies	39 880,419	855,007	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 607,832	592,956	70 3.20447
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41 _____	0	71 _____ 0
		Total Property Taxes (27+39+40+41)	42 2,943,623	2,861,375	72 17.71858

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

3

(County Auditor)

RESOLUTION NO. _____

RESOLUTION ESTABLISHING COLLECTIVE BARGAINING AND NONUNION SALARIES FOR CITY EMPLOYEES

Be it resolved by the City Council of the City of Oelwein, Iowa that the following salary schedule is hereby adopted and effective with Pay Period Date Beginning June 21, 2020.

SECTION 1.

City Hall

	Monthly Salary	Hourly
City Administrator	\$9,017.92	
City Clerk/Treasurer (former deputy clerk)	\$6,598.48	
Secretary		\$20.07- \$24.35
Union		
Clerk		
Start		\$18.27
6 Months		\$18.64
12 Months		\$19.01
18 Months		\$19.38
24 Months		\$19.78
Clerk 1		
Start		\$19.32
6 Months		
12 Months		
18 Months		\$20.50
24 Months		\$20.91
Clerk 2		
Start		\$20.38
6 Months		
12 Months		
18 Months		\$21.62
24 Months		\$22.05

Police Department

	Monthly Salary	Hourly
Police Chief	\$8,390.57	
Police Captain less than two years	\$6,670.58	
Police Captain more than two years	\$6,876.89	
Police 1 st Lieutenant less than two years	\$5,336.96	
Police 1 st Lieutenant more than two years	\$5,487.86	
Police 2 nd Lieutenant less than two years	\$5,037.47	
Police 2 nd Lieutenant more than two years	\$5,187.59	
Administrative Assistant		\$20.07-24.35

Police Matron		\$7.85
Union		
Patrolman		
Start		\$22.44
12 Months		\$24.59
18 Months		\$25.20
24 Months		\$25.76
Communication Operators		
Start		\$16.09
6 Months		\$17.28
12 Months		\$18.17
18 Months		\$19.02
24 Months		\$19.63
Police Part Time		\$18.50-23.06

Building and Inspections

	Monthly Salary	Hourly
Zoning Admin/Building Official	\$4,281.25-5,993.75	
Building Inspector		\$21.97
Administrative Assistant		\$17.78-\$23.69

Fire Department

	Monthly Salary	Hourly
Firefighter		\$22.40

Parks and Recreation

	Monthly Salary	Hourly
Parks Superintendent	\$5,214.58	
Parks Assistant		
Start		\$19.04
6 months		\$20.72
12 months		\$21.45
18 months		\$23.06
Campground Host	\$135.00 per week (Includes Camping Fees)	
Seasonal, Part-time, Temporary		\$8.45-12.50
Umpire with partner		\$15 (per game)
Umpire without partner		\$20 (per game)
Referee		\$7.25-\$8.17
Tennis Instructor		\$7.25-\$8.17

Aquatic Center

Manager		\$7.65 – 11.98
Assistant Manager		\$7.65 – 11.52
Lifeguard		\$7.65-8.49
Front Desk and Maintenance		\$7.65-7.85
Concession Manager		\$7.65-9.10
Private Lessons with Water Safety Instructor		Additional \$.50
Season End Stipend for all hours worked*		Additional \$.10
Head Guard		Additional \$.50

*Must work the entire regular season to earn the season end Stipend.

Utilities

	Monthly Salary	Hourly
Utility Superintendent	\$8,385.05	
Utility Lead		28.18
Wastewater Lead		27.85
Union		
Laborer		
Start		19.04
6 Months		20.72
12 Months		21.45
18 Months		23.06
Grade I		
Start		20.69
6 Months		21.52
12 Months		22.25
18 Months		23.92
Grade II		
Start		20.98
6 Months		21.85
12 Months		22.53
18 Months		24.30
Grade III		
Start		22.03
6 Months		22.72
12 Months		23.51
18 Months		24.86
Grade IV		
Start		23.12
6 Months		23.82
12 Months		24.62
18 Months		26.01

Lead Man		Additional \$.75
Summer Help		\$10.79-12.50

Library (As approved by the Library Board)

	Monthly Salary	Hourly
Director	\$5,994.01	
Assistant Director		\$18.16
Outreach Librarian		\$18.13
Part-Time		\$7.25-\$13.70
Pages		\$7.25-\$13.70

SECTION 2. The longevity pay for regular full-time employees, except where otherwise provided for by contract, will be granted in addition to the salaries listed in Section 1. The total listed for longevity is not to be cumulative.

Service over 3 years	\$ 49.90 Month
Service over 5 years	\$ 60.98 Month
Service over 10 years	\$ 72.08 Month
Service over 15 years	\$ 83.16 Month
Service over 20 years	\$ 94.26 Month
Service over 25 years	\$105.34 Month
Service over 30 years	\$116.42 Month

SECTION 4. Fulltime non-union personnel electing medical insurance coverage shall contribute toward premiums as outlined below.

Beginning Date	Single Coverage	Family Coverage
July 1, 2019	\$93.75	\$171.50

SECTION 5. Fulltime Union personnel electing medical insurance coverage shall contribute toward premiums as outlined below for each Union.

Police		
Beginning Date	Single Coverage	Family Coverage
July 1, 2019	\$93.75	\$171.50
Public Works		
Beginning Date	Single Coverage	Family Coverage
July 1, 2019	\$93.75	\$171.50

SECTION 6. All fulltime employees shall receive a paid membership (single or family) in the Williams Wellness Center including a 24-hour access key. One key per family, extra keys at the full annual rate of \$60.00. Oelwein Volunteer Fire Department members will receive a paid single membership to the Williams Wellness Center. Oelwein Police Reserve Officers will receive a paid single membership to the Williams Wellness Center following a one-year probationary period.

SECTION 7. An employee who takes on the Safety Official role appointed by the City Administrator receives an additional \$0.25 an hour annually. When the employee is no longer the safety official, the \$0.25 is taken away.

SECTION 8. An employee who takes on the Deputy Clerk role appointed by the City Clerk/Treasurer receives an additional \$1.00 an hour annually. When the employee become certified as a City Clerk, they will receive \$1.50 additional pay.

Section 9. The City will assist and pay for training for utility employees interested in obtaining grade certifications. The city will pay the highest-grade levels acquired by the employee.

SECTION 10. Passed and adopted by the City Council of the City of Oelwein, Iowa this _____ day of _____, 2020.

BRETT DEVORE, MAYOR

ATTEST:

DYLAN MULFINGER, CITY ADMINISTRATOR

Recorded this _____, 2020.

DYLAN MULFINGER, CITY ADMINISTRATOR

2020 Topics for Council Discussion

- Airport Future
 - What is council's end goal?
- Wellness Center Funding
 - What is Council's end goal?
- County Recycle Bins
 - What is Council's end goal?
- County Recycle Fees
 - What is Council's end goal?
- Water Sewer Rates
 - How aggressive does council want to approach replacing infrastructure?
- Audit Findings
 - Update of progress from staff.
- Abatement and Enforcement Personnel
 - What is the expectation for abatement and is it possible to meet?
- Police Manpower
 - What is the expectation for the Police Department and is it possible to meet?
- Volunteer Firefighter Numbers
 - How can council help?
- Speed Cameras
 - What is the end goal?
- City Owned Properties
 - What is the next step with city owned properties?

BRIAN RIDGE BR DEVELOPMENT LLC

Oelwein, IA | 319.777.2284 | ridgedevco@gmail.com

2.2.2020

Mr. Mulfinger
City Manager | City of Oelwein
20 2nd Ave SW
Oelwein, IA 50662

Request for City Assistance;

Dear Mr. Mulfinger;

The objective for this letter is to express our desire to begin working with the City of Oelwein on our development of approximately 8.49 acres of recently rezoned ground located on the South side of the City of Oelwein. The development group I represent has recently entered into a purchase contract of the properties that include parcel numbers 1828476008 & 1828405004 for purposes of retail development. Through our efforts to develop these two parcels, we would like to enter into the formal process to request City assistance in the form of Tax Increment Financing rebate. Our proposal for review of the City Council is as follows:

Fifteen (15) Year agreement with the following structure:

Years 1-10: 90% of the tax assessed value

Year 11: 80%

Year 12: 75%

Year 13: 65%

Years 14-15: 50%

Thank you for your time and attention and we readily await next steps in your process.

Sincerely,

Brian Ridge

BR Development LLC