



## Agenda

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

October 13, 2025  
Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Matt Weber

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

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### Pledge of Allegiance

### Call to Order

### Roll Call

### Additions or Deletions

### Citizens Public Comments - See Guidelines for Public Comments Below

- A. Presentation of Iowa Law Enforcement Accreditation Award to the City of Oelwein – Police Department.
- B. Public Comment Policy.

### Consent Agenda

- 1. Consideration of a motion to approve the September 22, 2025 minutes.
- 2. Consideration of a Class 'C' Liquor License renewal for Ross Reid Post #9 of the American Legion.
- 3. Consideration of a Class 'C' Liquor License renewal for Viper Lanes DBA PJ's Bar & Grill.
- 4. Consideration of a resolution authorizing the temporary closure of public ways or grounds for the Oelwein Chamber and Area Development Olde Tyme Christmas on December 5, 2025.
- 5. Consideration of a resolution authorizing the temporary closure of public ways or grounds for the Oelwein Lion's Club for the Halloween Trick-or-Treat on October 31, 2025.

### Resolutions

- 6. Consideration of a resolution approving the Fiscal Year 2026 and Fiscal Year 2027 Budget Reduction Act.
- 7. Consideration of a resolution approving the Oelwein Utility Assistance Program.
- 8. Consideration of a resolution approving the bid from Diamond Doctors of Iowa, LLC for the upgrades to the Wings Park Ball Diamonds in the amount of \$10,625.00.
- 9. Consideration of a resolution approving a one-year lease agreement with Michael Wilhelms owner of Sky Valley Aviation LLC for mechanic services at the Oelwein Municipal Airport from November 1, 2025 to October 31, 2026 in the amount of \$650 monthly.

**Committee Reports**

10. Report from Ricchio on the Airport Board Minutes.
11. Report from Seeders on the Library Board minutes.

**Council Updates****Mayor's Report****City Attorney's Report****City Administrator's Report**

- [A.](#) City Administrator.

**Adjournment**

- [B.](#) Additional Information.
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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



Public Comment Policy  
Oelwein Guidelines for Public Participation during City Council Meetings  
Adopted by Council Resolution 5495-2023

1. Regular City Council Meetings “Public Comments” on non-agenda items.
  - a. The first opportunity for public comment is listed on the agenda as “Public Comments”. This time is set aside for the public to address the City Council on issues not scheduled on the agenda. It is not to be confused with a public hearing, which is a formal proceeding conducted for the purpose of discussing a specific topic, such as the city budget.
  - b. Anyone wishing to address the City Council must adhere to the following “Rules of Procedure and Decorum”:
    - i. Be recognized by the Mayor or Mayor Pro Tem.
    - ii. State their name and address.
    - iii. Speak from the podium in a civil, non-argumentative and respectful manner.
    - iv. Whenever a group wishes to address the City Council on the same subject, the Mayor may request that a spokesperson be chosen by the group to avoid significant repetitive comments. Follow up comments by others that are similarly minded, should be limited to acknowledging their agreement with the comments made by the spokesperson or any other prior speaker, and not merely repeating previously made comments.
    - v. Each person wishing to speak during the public comment period shall be given three (3) minutes to share their comments.
    - vi. Speakers will be required to speak into the microphone, speak clearly and succinctly, to ensure all in attendance, in person or virtually, can clearly hear and understand what is being said.
    - vii. All remarks shall be directed to the Mayor and City Council as a body rather than to the Mayor, any particular Councilmember, or any member of the staff or audience.
    - viii. If the speaker intends to share any documents the City Council during their comments, a copy must also be provided to the City Clerk. If the speaker is reading a “statement” to the Council, it is requested that a copy of the “statement” be provided to the City Clerk so as to have a clear and accurate record of what was said.
    - ix. Speakers shall refrain from the use of profanity; language likely to incite violence or outbursts from the audience; language that is disruptive to the orderly process of the meeting; engaging in conversations with individual council members; making comments of a personal nature regarding others; shouting, yelling or screaming.
    - x. Speakers shall not continue to address the City Council once they have left the podium and will at no point address or engage in conversation with the Mayor, Council, or staff from their seat.
  - c. Other matters relevant to the Public Comment section reference topics not on the Agenda.
    - i. Should the Mayor or Council request clarifications from the speaker the Mayor, in the Mayor’s sole discretion, may provide additional time to the speaker.



- ii. The Mayor or Mayor Pro Tem, in the sole discretion of the Mayor or Mayor Pro Tem in the absence of the Mayor, may provide additional time or reduce time allowed any speaker and/or make other allowances or judgements deemed appropriate under the circumstances, in the Mayor's capacity as the presiding official.
- iii. In many cases, the speaker will be directed to meet with staff outside of the meeting to further discuss, obtain answers to questions, to resolve the issue, and/or to discuss next steps.
- iv. Other than asking a question to clarify a statement made by the speaker, Council members shall refrain from entering into a dialogue with the speaker. This portion of the agenda is not intended for a discussion or debate between the City Council and the speaker and should not be used for that purpose. Iowa Code requires public notice of all items to be considered/debated to be posted at least twenty-four (24) hours in advance of the meeting. Therefore, Council discussion or debate on a topic brought up in the public comment section would be a violation of Iowa Code.
- v. The Mayor is responsible for maintaining order and decorum and will not allow the speaker, or any other person in attendance, to make personal attacks or inflammatory comments and will, when appropriate, direct any person violating any of the rules set forth herein to be quiet, to sit down and/or return to their seat as appropriate. Failure to comply with directives of the Mayor may result in the person being asked to leave the meeting or removed from the meeting. The Mayor may call for a break or recess to allow the speaker to leave or be removed from the meeting.

2. City Council Meetings "Public Comments" on Agenda Items during the meeting

- a. The City Council meeting is designed for the City Council to discuss and make decisions on the various issues on the agenda. The procedure for introduction, consideration, and action on agenda items is as follows:
  - i. Each agenda item is introduced by the Mayor
  - ii. The Mayor asks for a staff presentation or clarification of any relevant staff report.
  - iii. If dealing with an issue tied to an applicant, the Mayor may ask for comments from the applicant.
  - iv. The Mayor will then request whether any person in attendance wished to comment on the agenda item.
  - v. After the cessation of Council debate and any other comments as appropriate, the Mayor will call for a motion and second.
  - vi. Once a motion has been made and seconded, no additional comments will be received from the public, only City Council debate, with staff input as appropriate, will occur from this point forward.
- b. The rules for addressing the City Council at the designated time during this portion of the meeting are:
  - i. The speaker must be recognized by the Mayor.
  - ii. The speaker must speak from the podium and must provide their name and address for the record.



- iii. At no time will members of the public be allowed to enter into the City Council discussion from their seat. Upon recognition by the Mayor, a person may only be allowed to speak at the podium during the City Council discussion so long as the Mayor finds the comments to be germane, necessary and/or helpful to the City Council.
  - iv. No speaker will be allowed to speak more than once on any agenda item unless clarification is requested by the City Council and permission granted by the Mayor.
  - v. When an agenda includes a “Public Hearing”, any comments from the Public will only be received during the Public Hearing, not after the Public Hearing during consideration of any action item tied to the Public Hearing discussion.
  - vi. All rules set forth above in the “Public Comments” on non-agenda items section of this Policy, unless specifically excepted by the provisions of this section, shall by this reference be applicable to Public Comments on agenda items.
3. Public Hearings
- a. When an item under consideration requires a public hearing by statute, the Mayor will open and facilitate the public hearing. Public comments will be received in the same manner, and subject to, all provisions described and set forth under Paragraph 2 of this Policy.
  - b. Reasonable limitations on the number of speakers and time allowed to speak may be imposed by the Mayor in order to keep the meeting moving.
  - c. Public hearings are held to gather data and opinions from the public to assist and facilitate the decision-making process.
  - d. All rules set forth above in the “Public Comments” on non-agenda items section of this Policy, unless specifically excepted by the provisions of this section, shall by this reference be applicable to Public Comments on agenda items..
4. Public Comments at Council Workshops / Work Sessions.
- a. The committee chair runs the work session. The purpose of work sessions is to allow staff to present material and for the Council to have time to discuss and consider issues in greater detail before taking action.
  - b. Public Comments:
    - i. Because the Workshop/Work Session is designed for discussion among the members of the City Council and staff, public comment is not warranted. A member of the audience may only speak should the chair recognizes a member of the public or interested party or if a Council member requests that a member of the public be recognized. If so recognized, the same rules of decorum as listed for Council meetings apply, and the chair may impose any and all other restrictions deemed appropriate in the sole discretion of the chair.
  - c. All rules set forth above in the “Public Comments” on non-agenda items section of this Policy, unless specifically excepted by the provisions of this section, shall by this reference be applicable to Public Comments on agenda items.
5. Rules of Decorum for the Audience during Council Meetings and Work Sessions
- a. Meeting attendees (the audience):



- i. Will refrain from commenting, clapping, shouting, booing, or other inappropriate and/or disruptive behavior.
  - ii. Will refrain from private conversations during meetings.
  - iii. Should not address Council members in individual conversation or make comments to individual Council members.
- 6. Contacting City Council Members outside of Meetings
  - a. You may contact your City Council member at any time. Their contact information is on the City's website (<https://www.cityofuelwein.org>) at the button marked Government then City Council. Phone numbers may be provided City Hall should permission be given by the elected official.



# Minutes

City Council Meeting  
20 Second Avenue SW, Oelwein  
September 22, 2025 - 6:00 PM

## Pledge of Allegiance

## Call to Order

Mayor DeVore called the meeting to order at 6:00 PM.

## Roll Call

**Present:** Cantrell, Payne, Seeders, Ricchio, Weber, Lenz

**Also Present:** Mayor DeVore, City Administrator Mulfinger, City Clerk/Treasurer Rigdon

**Absent:** NA

## Additions or Deletions

A motion was made by Lenz, seconded by Weber to adopt the agenda as amended.

All aye. Motion carried.

## Citizens Public Comments

Tyler Richmond, 501 ½ 1<sup>st</sup> Street SE, desires to put on a special event to perform a candle lit vigil to promote peace and end violence.

## Consent Agenda

1. Consideration of a motion to approve the September 8, 2025 minutes.
2. Claims Resolution in the amount of \$342,829.03.

A motion was made by Weber, seconded by Lenz to approve the consent agenda.

All aye. Motion carried.

## Motions

3. Consideration of a motion approving the direction from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request of \$1,500.00 to the Williams Center for the Arts.

A motion was made by Lenz, seconded by Cantrell to approve the recommendation from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request of \$1,500.00 to the Williams Center for the Arts.

All aye. Motion carried.

4. Consideration of a motion approving the direction from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request of \$9,779.33 to The Grand Theatre of Oelwein, Inc.

A motion was made by Weber, seconded by Seeders to approve the recommendation from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request of \$5,291.15 to The Grand Theatre of Oelwein, Inc for the HVAC system.

All aye. Motion carried.

## Committee Reports

5. Report from Cantrell on the Park and Rec Commission minutes.

For full minutes, please visit: <https://www.cityofeelwein.org/bc-parks/page/parks-and-recreation-25>

6. Report from Ricchio on the Airport Board minutes.

For full minutes, please visit: <https://www.cityofeelwein.org/bc-ab/page/airport-board-49>

7. Report from Seeders on the Library Board minutes.

For full minutes, please visit: <https://www.oelwein.lib.ia.us/about/library-board-minutes-1>

### **Council Updates**

Council member Ricchio requested a sidewalk be installed from the shelter to the bench at Redgate Park. He also stated the Pro Wrestling Event at the Transco Event Center was a success. A total of 225 tickets were sold, and about 50% of the audience came from out of town.

### **Mayor's Report**

Mayor DeVore reported there was no landfill meeting and there is a new Homeowner Rehabilitation Grant coming. Chris Troendle, Regional Housing Planner from Upper Explorerland Regional Planning Commission, will be in attendance at the next council meeting to share grant opportunities.

### **City Administrator's Report**

City Administrator Mulfinger had attended the Iowa League of Cities.

### **Adjournment**

A motion was made by Lenz, seconded by Weber to adjourn the meeting at 6:19 PM.

All 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 September 22, 2025 and copy of said proceedings was furnished to the Register September 24, 2025.

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

(App-227819)

### License or Permit Type

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License or Permit Type	Length of License Requested
Class C Retail Alcohol License	12 Month

Tentative Effective Date	Tentative Expiration Date
2025-10-01	2026-09-30

### Privileges / Sub-Permits Information

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#### Privileges

#### Sub-Permits

### Premises Information

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### Business Information

**\* (required) Name of Legal Entity (The name of the individual, partnership, corporation or other similar legal entity that is receiving the income from the alcoholic beverages sold)**

Ross Reid Post #9 Of The American LegionDepai

**\* (required) Name of Business (D/B/A)**

American Legion Ross Reid Post #9

**Indicate how the business will be operated**

Corporation

**\* (required) Federal Employer ID #**

42-0487642

**\* (required) Business Number of Secretary of State**

62451

**Tentative Expiration Date**

Sep 30, 2026

## Premises Information

☐ Please select here if your location is in an unincorporated town

## Address of Premises:

You must use the Address or location field below to search for your operating location. If your event does not populate, please find the closest applicable address and then modify your premises street field to better identify the address of your event.

**Address or location**

108 1st Street SW,Oelwein,Iowa,Fayette

Search by a location name or address to automatically populate the address fields below (optional)

**\* (required) Premises Street**

108 1st Street SW

**Premises Suite/Apt Number**

**\* (required) Premises City**

Oelwein

**Premises State**

Iowa

**\* (required) Premises Zip/Postal Code**

50662-0000

**Premises County**

Fayette

**\* (required) Local Authority (Select the Local Authority which has jurisdiction over the premises where operations will be conducted)**

City of Oelwein

**Control of Premises**

Own

**Is the capacity of your establishment over 200?**

Yes

**Equipped with tables and seats to accommodate a minimum of 25?**

Yes

**Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?**

Yes

**Premises Type**

Veterans Organization

**Does your premises conform to all local and state health, fire and building laws and regulation?**

Yes

## Contact Information

**\* (required) Contact Name**

Lance Hemel

**\* (required) Business****(required) Extēns Phone**

ion

(319) 283-2964

**\* (required) Email Address**

rossreidlounge@gmail.com

**\* (required) Phone****(required) Extēns** (319) 283-2964

ion

☐ **Same as Premises Address**

## Mailing Address:

You must use the Address or location field below to search for your operating location. If your event does not populate, please find the closest applicable address and then modify your premises street field to better identify the address of your event.

**Address or location**

108 1st Street SW,Oelwein,Iowa,Fayette

Search by a location name or address to automatically populate the address fields below (optional)

**Mailing Street**

108 1st Street SW

**Mailing Suite/Apt Number****Mailing City**

Oelwein

**Mailing State**

Iowa

**Mailing Zip/Postal Code****Mailing County**

50662-0000

Fayette

Item 2.

## Ownership

### **Lance Hemel**

**Position:** Commander

**SSN:** XXX-XX-3122

**US Citizen:** Yes

**Ownership:** 0%

**DOB:** 07/19/1958

### **Donald Blitzsch**

**Position:** Director

**SSN:** XXX-XX-8413

**US Citizen:** Yes

**Ownership:** 0%

**DOB:** 10/13/1947

## Criminal History Information

Since the license was last issued, has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Since the license was last issued, has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law (not including traffic violations, except those that are alcohol related)?

No

## Dramshop Verification Information

Dram Shop

Founders Insurance Company

## Local Authority Information

**Extension****\* (required) Daytime Phone for****- Local Authority****Sketch on File****Proof of Control of Property ( Deed / Final Sales  
Contract / Lease / Written Agreement )****\*\*Purchase agreements not accepted****Premise's Address Correct?****Premises Zoned Properly?****Fire Inspection Completed?****Health Inspection Completed?****Was a DCI background check run?****Previous License Number for this Location****\* (required) Local Authority Email Address****Comments****Amount Owed to Local Authority**

## Document Upload Information

DOCUMENT NAME

Sketch

UPLOADED DOCUMENTS

ADDITIONAL COMMENTS

DOCUMENT NAME

Proof of Control of Property ( Deed / Final Sales Contract / Lease / Written Agreement )

**\*\*Purchase agreements not accepted**

UPLOADED DOCUMENTS

ADDITIONAL COMMENTS

(App-228648)

## License Application (LC0050551)

### ▪ Applicant

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**Name of Legal Entity :** VIPER LANES, L.L.C.

**Name of Business(DBA) :** VIPER LANES DBA PJ's Bar & Grill

**Address of Premises :** 100 West Charles Street

**Premises Suite/Apt Number :**

**City :** Oelwein

**County :** Fayette

**Zip :** 50662

**Business :** (319) 238-8352

**Mailing Address:** 100 West Charles Street

**City :** Oelwein

**State :** Iowa

**Zip :** 50662

### ▪ Contact Person

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**Name :** DEAN HENDRICKS

**Phone :** (563) 608-9699

**Email :** viperlanes@gmail.com

## ▪ **License Information**

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**License Number :** LC0050551

**License/Permit Type :** Class C Retail Alcohol License

**Term :** 12 Month

**Status :** Submitted to Local Authority

**Tentative Effective Date :** 2025-11-06

**Tentative Expiration Date :** 2026-11-05

**Sub-Permits :** Class C Retail Alcohol License

**Privileges :**

**Last Day of Business :**

## ▪ **Status of Business**

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**Business Type :** Limited Liability Company

## ■ Ownership

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Dean Hendricks

**City :** Oelwein

**State :** Iowa

**Zip :** 50662

**Position :** Sole Member

**% of ownership :** 100%

**U.S. Citizen :** Yes

## ■ Insurance Company Information

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**Insurance Company :** Illinois Casualty Co

**Policy Effective Date :** 2025-11-06

**Policy Expiration :** 2026-11-06

**Bond Effective :**

**Dram Cancel Date :**

**Outdoor Service Effective :**

**Outdoor Service Expiration :**

**Temp Transfer Effective Date :**

**Temp Transfer Expiration Date :**

*Item 3.*

■

■

RESOLUTION NO. \_\_\_\_\_-2025

A RESOLUTION AUTHORIZING TEMPORARY CLOSURE OF PUBLIC WAYS OR GROUNDS FOR  
OELWEIN CHAMBER AND AREA DEVELOPMENT EVENTS

WHEREAS, Iowa Code Section 364. 12 (2) states that " a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions "; and

WHEREAS, Iowa Code Section 364. 12 (2) (a) states that "Public ways and grounds may be temporarily closed by resolution"; and

WHEREAS, Oelwein Chamber & Area Development have requested temporarily closure of streets and parks for the following events, locations and times:

Event	Location of Street Closures	Date & Time
Olde Tyme Christmas	10 Block of North Frederick to Veridian drive-through, the 10 and 100 block of South Frederick, the 10 block of East Charles to alley and the 10 block of West Charles	Friday, December 5, 2025 1:30 P.M. until 10:00 P.M.
Parade of Lights	120 North Frederick (VFW) on North Frederick to 200 South Frederick (Strang's). Then West on Second Street and back to the Log Cabin Park.	Friday, December 5, 2025 8:00 P.M. until conclusion of parade

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa that

Oelwein Chamber and Area Development organizers are authorized to temporarily close the aforementioned requested streets and park.

Passed and Approved this 13<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

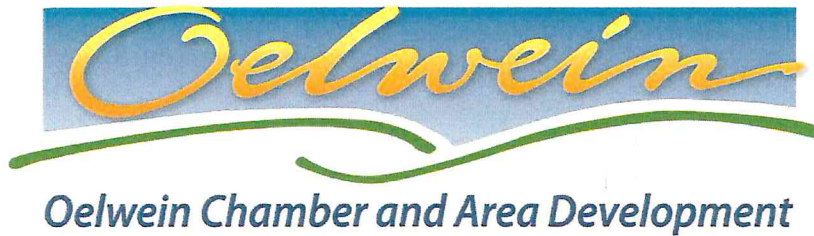
It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ the  
Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

Ricchio  
Weber  
Lenz  
Garrigus  
Seeders  
Payne

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded October 14<sup>th</sup>, 2025



September 24, 2025

Oelwein City Council  
20 Second Ave. SW  
Oelwein, IA 50662

Dear Mayor Devore, City Administrator Mulfinger, and City Council Members:

The Oelwein Chamber & Area Development is requesting permission to close various streets and alleys for our 2025 Olde Tyme Christmas event from 4:00 - 8:00 pm on Friday, December 5<sup>th</sup>. We would like to request use of city barricades at the event at the appropriate street closures and along the parade route.

- We request permission to close the 10 block of North Frederick to Veridian drive-through, the 10 and 100 block of South Frederick, and also the 10 block of East Charles to alley and 10 block of West Charles, from approximately 1:30 p.m. until 10 p.m.
- We will also be using ATVs for set-up and during the event.
- As in the past, there will be carriage rides from the alley by Margaret's Crafts and proceeding to South Frederick to 1<sup>st</sup> St. SW and then return to the alley by Margaret's Crafts.
- Fireworks will be held at 6:00pm provided by Flashing Thunder. Flashing Thunder will be contacting the OPD for the required permit.
- We are also planning a Parade of Lights at 8:00 p.m., which travels from the VFW location on North Frederick to Strang's on South Frederick. The parade will then progress west on Second Street and back to the Log Cabin Park. As in the past, we would like to request additional help from the Police Department with traffic control at the intersections during the parade if possible.

Thanks much for your consideration in this matter.

Sincerely,

A handwritten signature in dark ink that reads "Deb Howard". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Deb Howard, Executive Director  
Oelwein Chamber & Area Development

RESOLUTION NO. \_\_\_\_\_-2025

A RESOLUTION AUTHORIZING TEMPORARY CLOSURE OF PUBLIC WAYS OR GROUNDS FOR  
OELWEIN LIONS CLUB

WHEREAS, Iowa Code Section 364. 12 (2) states that " a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions "; and

WHEREAS, Iowa Code Section 364. 12 (2) (a) states that "Public ways and grounds may be temporarily closed by resolution"; and

WHEREAS, Oelwein Lions Club have requested temporarily closure of streets and parks for the following events, locations and times:

Event	Location of Street Closures	Date & Time
Halloween Trick-or-Treat	City Hall Parking Lot	Friday, October 31, 2025 5:00 P.M. until 7:30 P.M.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa that

Oelwein Lions Club organizers are authorized to temporarily close the aforementioned requested streets and park.

Passed and Approved this 13<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

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

AYES      NAYS      ABSENT      ABSTAIN

Ricchio

Weber

Lenz

Cantrell

Seeders

Payne

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded October 14<sup>th</sup>, 2025

**Kaylonna McKee**

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**From:** Dylan Mulfinger  
**Sent:** Thursday, October 2, 2025 2:10 PM  
**To:** Kaylonna McKee  
**Subject:** Fw: Halloween

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**From:** Solsma Bell, Katy <Katy.Solsma@edwardjones.com>  
**Sent:** Thursday, October 2, 2025 2:08 PM  
**To:** Dylan Mulfinger <dmulfinger@cityofeelwein.org>  
**Subject:** Halloween

You don't often get email from [katy.solsma@edwardjones.com](mailto:katy.solsma@edwardjones.com). [Learn why this is important](#)  
City of Oelwein,

Lions Club would like to use the parking space of City Hall and Fire station to have a trick or treat on Halloween, Friday October 31<sup>st</sup>, 2025, from 5pm – 7:30pm  
The space would be used for games and handing candy provided by the Oelwein Lions Club.

Thank you for your time

Katy Solsma Bell



**Katy Solsma Bell ChFC ® , AAMS ® , CRPC ®**

Financial Advisor

(319)283-1607  
888-719-6055  
[www.edwardjones.com/katysolsma](http://www.edwardjones.com/katysolsma)  
20 1st Ave NE  
Oelwein, Iowa 50662

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RESOLUTION NO. \_\_\_\_\_-2025

RESOLUTION APPROVING THE FY2026 AND FY 2027 BUDGET REDUCTION ACT

WHEREAS, the city is facing declining revenues because the state of Iowa has a priority to cut property taxes for residents; and

WHEREAS, the city must make cuts that will now result in less service to the Oelwein taxpayer and

WHEREAS, the cuts come at a time where the city is faced with multiple request for more services and a higher cost of operating; and

WHEREAS, the city council has worked through multiple work sessions to form t the best plan moving forward; and

WHEREAS, the city will cut positions and programs that helped the city operate efficiently and effectively; and

WHEREAS, the following shall happen:

- The city council is voting on the following major budget decisions:
  - Retaining the code enforcement position
  - Retaining road funding when available from local option sales tax and franchise fee
  - Removing the Administrative Assistant position from Community Development
  - Removing a Police Patrol Position
  - Removing one cemetery and one park part time employee
  - Eliminating \$30,000 from the library funding
- The city council will vote on the following minor budget decisions:
  - New phones, started September 2025
  - Lower cost internet
  - Drop big leaf in buildings that get fiber
  - Work to lower attorney fees
  - Less mowing with prairie plantings
  - No downtown hanging baskets
  - Remove downtown street scape when applicable
  - Reduce city cell phones
  - Cancel snow text alerts
  - End funding for the farmer's market
  - Reduce junk house removal to \$50,000 from \$60,000
  - Move bulk sticker item cost to landfill fund

; and

WHEREAS, should the city receive additional funding moving forward, the following will be implemented first:

- Police Patrol Position
- Park and cemetery part time workers
- Library funding

; and

WHEREAS, the city is committed to providing services that the public expects from their tax dollars;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves the approves the FY2026 and FY 2027 Budget Reduction Act

Passed and approved this 13<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded October 14, 2025.

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



To: Mayor and City Council  
From: Dylan Mulfinger  
Subject: Budget Cut Act of 2025  
Date: 9/22/2025

---

The city council discussed thoroughly the budget reductions for FY2026-FY2027. After several work sessions and meetings with stakeholders, the city council will vote on the budget cuts on October 13, 2025. This vote will help guide the city administrator and staff in preparing the FY2027 budget. Some of the anticipated budget cuts are already happening while some will be implemented July 1, 2026.

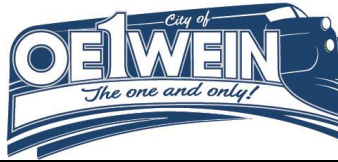
The city council is voting on the following major budget decisions:

- Retaining the code enforcement position
- Retaining road funding when available from local option sales tax and franchise fee
- Removing the Administrative Assistant position from Community Development
- Removing a Police Patrol Position
- Removing one cemetery and one park part time employee
- Eliminating \$30,000 from the library funding

The city council will vote on the following minor budget decisions:

- New phones, started September 2025
- Lower cost internet
- Drop big leaf in buildings that get fiber
- Work to lower attorney fees
- Less mowing with prairie plantings
- No downtown hanging baskets
- Remove downtown street scape when applicable
- Reduce city cell phones
- Cancel snow text alerts
- End funding for the farmer's market
- Reduce junk house removal to \$50,000 from \$60,000
- Move bulk sticker item cost to landfill fund

The cuts do fall short by \$100,000 which will require the city to revisit the cuts next year instead of in three years. The city administrator will continue to monitor revenues and expenditures to assure the city is in a financial position that ensures all services are provided to the public. With the state of Iowa still working to reduce property taxes, the city must continue to be diligent with spending and monitoring revenues. The city has consistently provided a balanced budget to the state of Iowa and will continue to do so regardless of the circumstances.



	Total Expenditure	Cut	Percent
<b>Police</b>	\$ 1,347,326	\$ 60,000	4.45%
<b>Fire</b>	\$ 108,316	\$ 5,000	4.62%
<b>Inspection</b>	\$ 217,300	\$ 44,928	20.68%
<b>Inspection LOST</b>	\$ 78,750	\$ 57,928	73.56%
<b>Airport</b>	\$ 60,600	\$ -	0.00%
<b>Library</b>	\$ 351,774	\$ 30,000	8.53%
<b>Parks</b>	\$ 265,250	\$ 15,000	5.66%
<b>Campground</b>	\$ 23,600	\$ -	0.00%
<b>Rec</b>	\$ 30,000	\$ -	0.00%
<b>Pool</b>	\$ 131,800	\$ -	0.00%
<b>Cemetery</b>	\$ 90,750	\$ 15,000	16.53%
<b>General Admin</b>	\$ 333,200	\$ -	0.00%

Should the city council want to reduce the number of cuts, I have provided some information to show the direction of the general fund. FY2025 ends June 30, 2025.

Cuts	FY2025 Year End	FY2026 Year End	FY2027 Year End	FY2028 Year End
0	\$ 845,141	\$ 365,512	\$ (114,117)	\$ (593,746)
\$100,000	\$ 845,141	\$ 465,512	\$ 85,883	\$ (293,746)
\$200,000	\$ 845,141	\$ 565,512	\$ 285,883	\$ 6,254
\$390,000	\$ 845,141	\$ 755,512	\$ 665,883	\$ 576,254

Here is a general breakdown of the cuts:

General Fund Cuts	\$ 271,759
Local Option Sales Tax Economic Development	\$ 70,000
Franchise Fee	\$ 50,000
	\$ 391,759



In FY2025 staff already accomplished the following to respond to less revenue for city services:

- Did not fill a police patrol position
- Raised building permit fees
- Cut the Fixed Based Operator (FBO) position
- Raised cemetery fees
- Cut fire equipment line
- Cut library page position
- The pool concession has been more aggressive in sales

It is important to recognize what has been done, and what needs to be done. The first out first in rule allows for prioritized items to be brought back once funding becomes available.

First out:

1. Police Patrol Position
2. Park and cemetery part time workers
3. Library funding
4. Code Enforcement officer
5. Community Development Administrator Assistant
6. City Hall reorganization

First in:

1. Police Patrol Position
2. Park and cemetery part time workers
3. Library funding
4. Code Enforcement officer
5. Community Development Administrator Assistant
6. City Hall reorganization

Budget cut Narrative

- Police Patrol Position
  - The city will hold back on hiring a police officer position that was already authorized by the city council. The opening comes from a retirement of a police officer in 2024. This will place a strain on the department as current shifts are already tight, and the flexibility of the department will be strained. Having a full staff of officers allows the city to take on work at a reasonable level for all employees
    - Cut= \$60,000
    - Started in 2024
- Park and cemetery part time workers
  - The city will cut \$30,000 from Parks and Cemetery. This will result in fewer part time employees at each department. There is potential for parks to be mowed less, the cemetery to be mowed less, and maintenance on all of our facilities to be delayed. Each department will not be able to take on additional projects and will force the department



to prioritize maintenance over new services for the community. You cannot get as much mowing down with six employees when the city had eight. This will also affect the downtown and Depot Park.

- Estimated Cut= \$30,000
- Starting April of 2026
- Library funding
  - The city council will need to reduce the library department by \$30,000. This is to ensure the general fund will be balanced in FY2027. The city will need to make this cut and provide time for the library board to determine what moves they will make to absorb the cut. This could result in less services at the library. Once we take away all our public places, people will no longer be able to go anywhere.
    - Estimated cut \$30,000
    - Starting July 2026
- Community Development Administrator Assistant
  - With the reduction of Community Development, the city will not fill the administrative assistant position in Community Development. While the city was hoping to absorb this position over time, this position became open in April of 2025. All of these tasks are being divided up amongst staff. We will have some employees in Community Development take on tasks along with City Hall front office staff. All foot traffic will go through the front door of City Hall and Community Development will no longer have someone assisting for only Community Development matters. This places more tasks on City Hall and will reduce the availability to tackle City Clerk and City Administrator tasks or projects. This also places an additional workload on the existing Community Development employees.
    - Estimated Cut- \$44,928
    - Started April 2025
- Code Enforcement officer
  - The city will need to cut the code enforcement officer to create space in the general fund. This position was created by the city council in 2021. The City Administrator understood that Community Development was at a high level of staff, because staff were needed to address the critical job of improving housing in Oelwein. With the city finishing up the first round of rental inspections and moving onto the second round. New software and longer tenure of staff should allow for more time for the Building Official and Building Inspector. This will reduce the city's ability to address code enforcement. This cut is not supported by the department head or the Mayor.
    - An alternative would be to move this position to a part-time April-November. The position would cap out at 1040 hours.
    - Estimated Cut- \$52,915
    - Alternative cut- \$26,457
    - Starting December 1, 2025
- City Hall reorganization
  - This move will start with the retirement of the City Clerk/Treasurer. City Hall will be evaluated, and staffing levels will be studied.
    - Cut costs unknown
    - Starting July 2026



- New phone contract October 2025
  - The city will move away from RingCentral and work toward a new plan that costs less and uses more function on computers.
    - Cut unknown
    - Starting October 2025
- Lower cost internet Summer 2025
  - The City will sign up for fiber internet through Hawkeye Telephone for the police station and city hall.
    - Cut= \$2,000 annually
    - Starting in late fall of 2025
- Drop bigleaf contracts that prioritize bandwidth
  - With fiber internet, the city will no longer need bigleaf to prioritize bandwidth within the police station and city hall.
    - Cut= \$4,800
    - Starting in late fall of 2025
- Work to lower attorney fees
  - This is an ongoing project that the city will need to prioritize. Attorney fees have climbed up with the focus being on code enforcement and nuisance abatement. Since brining on Lynch Dallas, the city is nearing back-to-back years of \$100,000 attorney fees. This is much higher than any comparable city.
- Less mowing in the parks department with prairie plantings
  - The city will start placing prairie wherever prairie can be planted.
    - Cut unknown
    - Starting unknown
- No downtown hanging baskets
  - The city will no longer water the downtown hanging baskets. This will most likely result in the end of this program.
    - Cut 4 hours of staff time a day
    - Starting May of 2026
- Remove downtown streetscape
  - This will happen gradually as the downtown sidewalks are repaired. This will require less staff time, equipment, and supplies.
    - Cut unknown
    - Starting Summer of 2026
- Reduce city cell phones
  - The city has invested in voip which works on desktops and laptops. The city has also invested in radios. The need for cell phones is not as crucial as it once was for city staff. Any staff that needs to report to work must provide a cell phone or form of contact. Once the employee gets to work they can use the city phone or the radio. The city's voip allows for an app that forward calls to a cellphone and allows the cellphone to make calls through the app. Staff is still evaluating this cut as it may not be large enough of a cut to make a complete switchover.



- \$3,243.24 annual cut general fund
  - \$2,157.84 annual cut other funds
  - Starting November 2025
- Snow text alerts
  - This service has been underutilized by residents and the city. The city currently has 263 or four percent of the population signed up for the service. City hall has only used this for snow alerts and has not ventured into other notifications. The problem from the staff's perspective is that events don't happen enough for this app to be useful. Plus, when it comes to snow, the snow ordinance has been in effect for six years. The residents who get towed are not signed up for the service. I believe the process is now simple, if it snows, check the website and you will know if it is a snow emergency. The snow emergency is almost always called the night before as it is based on the anticipated amount of snow and not actual snow amounts.
    - Cut=\$2,544.10
    - Fall of 2025
- Back track on funding for the farmer's market
  - This funding was never officially approved because the City Administrator was working out the details with the farmer's market. The farmer's market still wants funding and was willing to work with the city on any funding amount. The city has no obligation to provide funding, but with the resurgence of the farmer's market, this was an investment the city wanted to make.
    - Cuts= \$5,000
    - Timeline= Current
- Move funding for the chamber to the hotel motel tax
  - The city would reduce the amount of available hotel motel funds from \$20,000 to \$10,000 each year with the chamber receiving \$10,000, of their \$50,000, from hotel motel funds. This would not include the payback clause should the chamber run a profit on their events. This frees up local option sales tax to be used for other general fund needs.
    - Cut= \$10,000
    - July 1, 2025
- Take junk house removal to 50,000 instead of 60,000
  - This cut is straightforward. The city would do less tear downs.
    - Cut \$10,000
    - July 1, 2025
- The housing tax abatement program will start to fall off each year eventually providing \$20,000
  - The city is slowly ending their five-year tax abatement plan. The new plan abates taxes but does not offer city reimbursement. The current reimbursement are paid for using the local options sales tax.
    - Cut \$10,000
    - Ongoing and will end in Spring of 2027
- End the reduced priced stickers for bulk items during the summer from local option sales tax



- The city would stop using local option sales tax to fund this program and use fees from the landfill fee. The Fayette County Solid Waste Commission returned a fees to the city as they were sitting on too much funding. We will buy down this funding each summer to help reduce the cost of large items stickers. Once the funding runs out, the city will stop this program.
  - Cut= \$5,000
  - Starting May 2025
- The tech spec payment ends in July of 2026 \$35,000
  - The city partnered with the school district on the tech spec building which created the Regional Tech Complex. The city entered an agreement to pay \$35,000 for 10 years. This payment ends in FY2026.
    - Cut= \$35,000
    - Starting July 1, 2026
- Police Loan Shift
  - Move the police station loan payment away from franchise fees to debt service as allowed each year
  - Free up franchise fee for supplementing public safety
    - This would be three transfers of \$100,000.
    - This money could also be used for library HVAC or pool floor
- Reduce road spending in Franchise Fees
  - Franchise fees can be used for public safety. Any time we offset the cost of public safety it allows the city to spend money on other general fund departments. While the city needs to maintain the streets, cuts are needed to ensure the city functions.
    - \$50,000 transfer from franchise to the general fund
    - The city already transfers \$30,000 for public safety from franchise fees

#### Large moves

- Vote on local option sales tax language to change to all government purposes
  - This is needed to allow for general fund operations to be charged to local option sales tax

The goals for these cuts was \$300,000. Completing all these cuts would result in \$391,759 savings to the general fund. It is important to know that even with all of these cuts made, the future is still bleak as the state of Iowa only wants to reduce property taxes.

RESOLUTION NO. \_\_\_\_\_-2025

RESOLUTION APPROVING THE OELWEIN UTILITY ASSISTANCE PROGRAM

WHEREAS, the city wants to help property owners who are in need of assistance on their utility connections; and

WHEREAS, the city will create the Oelwein Leak Assistance Program (OLAP); and

WHEREAS, the city will create the Oelwein Water Line Assistance Program (OWLAP); and

WHEREAS, Oelwein Sanitary Sewer Assistance Program (OSSAP); and

WHEREAS, the city will commit \$2,500 from the water utility and \$2,500 from the wastewater utility each year to match contributions made by current customers; and

WHEREAS, customers can sign up to donate one dollar each month to help fund the Oelwein Utility Assistance Program; and

WHEREAS, funding from donations and the city will go toward infrastructure improvements for homeowners and not utility bill relief; and

WHEREAS, the city will review the program annually, or as needed; and

WHEREAS, the goal of this program is to bring together the community to help those who are in need of assistance that will benefit everyone on the public utility;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves the Oelwein Utility Assistance Program

Passed and approved this 13<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded October 14, 2025.

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



## Oelwein Leak Assistance Program (OLAP)

### Adopted by City Council Resolution #####-####

The city of Oelwein has developed a plan to work with local plumbers to offer free leak repair services for income-qualified homeowners in Oelwein. Through this program the city will arrange to repair leaking toilets, faucets, or other fixtures. Sewer repairs are not eligible. The goal of this program is to ensure the homeowners who are in need do not face a high-water bill due to a water leak. The city utility understands that the best practice is to charge users for the water they need, not the water that comes from a leak. This program benefits all users of the system as it prevents unnecessary high bills that may go unpaid. Minimizing water loss is a benefit to all users on the utility.

### Program Requirements

- Income requirements
  - Participation in one of the following programs:
    - SSI (Supplemental Security Income), or SSDI (Social Security Disability Insurance)
    - SNAP Benefits
    - Elderly Tax Credit
- Be 18 or older
  - Anyone signed up for water has to be this old, I believe
- Own the home (home must meet structural, meter size and residential qualifications)
  - Beacon
- Applicant must currently live on the property for which they are requesting assistance and the water service must legally be on.
  - Proved through mailing if we have issues
- Have lived at the residents for six months.
  - Utility Account
- Have a single residential water account with the city of Oelwein that has completed six (6) billing cycles.
  - Utility Account
- Water/Sewer accounts cannot be more than two months past due.
  - Utility Account
- Provide all requested documentation to the City of Oelwein to be considered for the program.
  - Application
  - Proof of income requirements

### City Procedures

As needed the Public Works department receives bids from local plumbing contractors to secure a per hour price.

- Utility Clerk calls resident with a suspected leak, or a customer comes in complaining of a leak
- Resident fills out an application and submits it to city staff
- City Clerk verifies all things on the form (Utility Clerk, Treasurer, Administrative assistant)



- SSI (Supplemental Security Income), or SSDI (Social Security Disability Insurance)
  - Ask for verification letter or bank statement
- SNAP Benefits and WIC
  - Ask to see card
- Elderly Tax Credit
  - Check on beacon
- One or more missed payments in a calendar year
- On rare occasions the City Administrator may provide approval should the applicant be enrolled in a low-income program not listed by the city of Oelwein
- Utility Clerk calls in to selected contractor providing all information needed to the contractor
- Contractor repairs said home
  - If the amount of funding will not cover the repair, the contractor must work with the homeowner. The city will only pay to \$350.
- The contractor will submit an invoice to the city
- Treasurer sends out check with claims and tracks activity of the program

#### **Program Information**

- The annual cap for any single property is set at \$350.00 in plumbing assistance.
  - Tracked by City Hall on the utility bill account
- The city of Oelwein will solicit licensed plumbers to do any work performed.
  - The City will bid this work out each year and request and hourly rate
- The city of Oelwein will coordinate and schedule plumbing calls after proper documentation is completed.
  - The Utility Clerk will call the plumber
- The city of Oelwein will pay the Plumbing company directly after a proper invoice is submitted.
  - City Hall

#### **Eligible Leaks**

- Toilet
- Faucets (Kitchen, bathroom, bath)
- Shower/tub spout
- Outdoor spigot
- Leak in wall pipes
- Water softener bypass issues

#### **Non eligible leaks**

- Drain leaks
- Any sewer related leak
- Leaking roof
- Irrigation system
- Water heaters (some water heater leaks may be eligible for repair)



## Oelwein Water Line Assistance Program (OWLAP)

Adopted by City Council Resolution ####-####

### Program Requirements

- Income requirements
  - Participation in one of the following programs:
    - SSI (Supplemental Security Income), or SSDI (Social Security Disability Insurance)
    - SNAP Benefits
    - Elderly Tax Credit
- Be 18 or older
  - Anyone signed up for water has to be this old, I believe
- Own the home (home must meet structural, meter size and residential qualifications)
  - Beacon
- Applicant must currently live on the property for which they are requesting assistance and the water service must legally be on.
  - Proved through mailing if we have issues
- Have lived at the residents for six months.
  - Utility Account
- Have a single residential water account with the city of Oelwein that has completed six (6) billing cycles.
  - Utility Account
- Water/Sewer accounts cannot be more than two months past due.
  - Utility Account
- Provide all requested documentation to the City of Oelwein to be considered for the program.
  - Application
  - Proof of income requirements

### City Procedures

- The resident would contact the city to inform them that they are replacing their water line that is damaged or not functioning.
- Public Works or Community Development will verify that the water line is faulty or failing
- The resident will contact a contractor for the repair/replacement
- The contractor will follow all city rules and regulations
- The contractor will submit an invoice to the city
- Treasurer sends out check with claims and tracks activity of the program

### Policy

The city owns the portion of the water service line from the water main to the curb stop, the property owner is responsible for the service line from the curb stop to the meter. This policy was developed to lessen the burden of homeowner portion service line replacement. Funding is limited to the extent of money budgeted for the fiscal year.



The city will allot \$5,000 annually for this program out of the city utility. The city will allow \$2,500 annually per property/per person.

#### **City Rules and Regulations**

- This program is available only to owner occupied properties, no rental properties or commercial/ industrial properties will be considered.
- All work must be performed by licensed and approved contractors.
- Two competitive quotes will be submitted for consideration.
- Community Development or Public Works staff will inspect and approve all work.
- Acceptable materials will include Type K  $\frac{3}{4}$ " copper or CTS PEX, in the case of PEX there will be a 12-gauge copper tracer wire installed and terminated at the curb box cap. All brass fitting will be clearly marked as no lead "NL" fittings.
- The work will include site restoration including any concrete removed for work performed.



## **Oelwein Sanitary Sewer Assistance Program (OSSAP)**

**Adopted by City Council Resolution #####-####**

### **Program Requirements**

- Income requirements
  - Participation in one of the following programs:
    - SSI (Supplemental Security Income), or SSDI (Social Security Disability Insurance)
    - SNAP Benefits
    - Elderly Tax Credit
- Be 18 or older
  - Anyone signed up for water has to be this old, I believe
- Own the home (home must meet structural, meter size and residential qualifications)
  - Beacon
- Applicant must currently live on the property for which they are requesting assistance and the water service must legally be on.
  - Proved through mailing if we have issues
- Have lived at the residents for six months.
  - Utility Account
- Have a single residential water account with the city of Oelwein that has completed six (6) billing cycles.
  - Utility Account
- Water/Sewer accounts cannot be more than two months past due.
  - Utility Account
- Provide all requested documentation to the City of Oelwein to be considered for the program.
  - Application
  - Proof of income requirements

### **City Procedures**

This program would provide funding for any home who experiences a failed, collapsed sanitary sewer line, or repeated sewer backups.

In all new sewer lateral installations, a properly installed and approved backflow device is required.

Given the condition and susceptibility of some sanitary sewer mains, as identified by Public Works throughout the city, a backflow device installed in the home can limit the damage caused by sewer backup.

### **Policy**

The city owns the sanitary sewer, the homeowner is responsible for the sewer lateral from the house up to and including the connection to the city main.

The city of Oelwein will offer dependent on available funds, up to \$2500 for the installation of a sanitary sewer backflow device, repair to a sewer lateral, or replacement of a sewer lateral.



The city will allot \$5,000 annually for this program out of the city utility. The city will allow \$2,500 annually per property/per person.

The funds will be available to homes that are susceptible to backup caused by the city sewer, as determined by the Public Works Director or their designee.

#### **City Rules and Regulations**

- The home must be owner occupied and zoned residential.
- The home must have a current water/sewer account in good standing with the city of Oelwein.
- The home must have a history of city caused backups, or the potential for backup.
- The device will be installed by a licensed plumber
- The device will be approved by the Public Works Director or his designee.
- The property owner is required to sign a full and complete release of any and all claims against the City arising from the sewer backup incident in order to be eligible for the program.

RESOLUTION NO. \_\_\_\_\_-2025

RESOLUTION TO APPROVE THE BID FROM DIAMOND DOCTORS OF IOWA, LLC FOR THE UPGRADES TO  
THE WINGS PARK BALL DIAMONDS IN THE AMOUNT OF \$10,625.00

WHEREAS, the Wings Park Ball Diamonds are in need of upgrades for their infields; and

WHEREAS, the City of Oelwein was awarded a grant of \$17,000.00 from the Northeast Iowa  
Charitable Foundation for improvements to the city's baseball and softball diamonds; and

WHEREAS, two quotes were received:

- Diamond Doctors of Iowa, LLC in the amount of \$10,625.00
- Iowa Athletic Fields in the amount of \$12,000.00; and

WHEREAS, Diamond Doctors of Iowa, LLC in the amount of \$10,625.00 was the low bid; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves the bid from  
Diamond Doctors of Iowa, LLC for the upgrades to the Wings Park Ball Diamonds in the amount  
of \$10,625.00.

Passed and approved this 13<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

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

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Recorded October 14<sup>th</sup>, 2025



**Date:** 10/13/2025

**To:** Mayor, Council  
City Administrator Dylan Mulfinger

**From:** Park Superintendent – Joshua Johnson

**Subject:** Wings Park Ball Diamond Improvements

The city was awarded grant from the northeast Iowa charitable foundation to make improvements to the city's baseball and softball diamonds. Working with Cody Oakes with the youth sports foundation, the city wrote a proposal for funds to hire a company to laser grade the infields, remove sod to make infields larger and reset plate anchors. With this project the contractor will add infield mix and address drainage runoff on all three diamonds at Wings Park. We are recommending utilizing the low bid from Diamond Doctors of Iowa, LLC in the amount of \$10,625 to complete work to all three Wings Park diamond infields.

JOSHUA JOHNSON MA  
OELWEIN PARK SUPERINTENDENT



**ESTIMATE**

**Diamond Doctors of Iowa, LLC**  
 312 11th Ave  
 Vinton, IA 52349-2336

diamonddoctorsiowa@gmail.com  
 +1 (319) 283-0700  
 www.diamonddoctorsiowa.com

**Bill to**

Oelwein Youth Baseball  
 Oelwein Youth Baseball  
 19142 70th St  
 Oelwein, IA 50662

**Estimate details**

Estimate no.: 1050  
 Estimate date: 08/26/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	08/25/2025	<b>Skinned Infield Laser Grading - Regulation Field</b>	Laser Grading - Field 3	1	\$1,500.00	\$1,500.00
2.	08/25/2025	<b>Base Peg Alignment</b>	Align bases - per set	2	\$75.00	\$150.00
3.	08/25/2025	<b>Sod Removal</b>	Sod removal to extend infield	1	\$500.00	\$500.00
4.	08/25/2025	<b>Infield Mix Spreading</b>	Spread new infield material on infield - per ton of material - fields will need 51 tons min	51	\$10.00	\$510.00
5.	08/25/2025	<b>Home Plate Installation</b>	Install new Champro Home Plate - per field	1	\$150.00	\$150.00
6.	08/25/2025	<b>Materials</b>	Infield Mix - Wendling Quarries - 51 tons/3 loads	51	\$40.00	\$2,040.00
<b>Total</b>						<b>\$4,850.00</b>

**Note to customer**

Field 3 Estimate - Infield Material cost is the responsibility of the customer. Will need a location to dump waste.

Accepted date

Accepted by



## ESTIMATE

Diamond Doctors of Iowa, LLC  
312 11th Ave  
Vinton, IA 52349-2336

diamonddoctorsiowa@gmail.com  
+1 (319) 283-0700  
www.diamonddoctorsiowa.com

### Bill to

Oelwein Youth Baseball  
Oelwein Youth Baseball  
19142 70th St  
Oelwein, IA 50662

### Estimate details

Estimate no.: 1051

Estimate date: 09/02/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	08/25/2025	<b>Box Blade Leveling</b>	Level playing field - non laser	2	\$750.00	\$1,500.00
2.	08/25/2025	<b>Base Peg Alignment</b>	realign base pegs	4	\$75.00	\$300.00
3.	08/25/2025	<b>Infield Edging</b>	Edge infield/outfield transition	2	\$150.00	\$300.00
4.	08/25/2025	<b>Infield Mix Spreading</b>	Spread new infield material on infield - per ton of material	68	\$10.00	\$680.00
5.	08/25/2025	<b>Materials</b>	Infield Mix	68	\$40.00	\$2,720.00
6.	08/25/2025	<b>Bases</b>	2nd/3rd bases	1	\$115.00	\$115.00
7.	08/25/2025	<b>Double First Base white/orange</b>	Double First Base	1	\$160.00	\$160.00
Total						<b>\$5,775.00</b>

### Note to customer

Fields 1 & 2

Accepted date

Accepted by

From: **Tom Osboe** <[tom@iowaathleticfields.com](mailto:tom@iowaathleticfields.com)>

Date: Sat, Sep 14, 2024, 11:37 AM

Subject: Estimates/Oelwein LL ball fields

Item 8.

### **Wings Park SE Field –**

- Mix in approx. 3 inches of Montour ag lime with existing skin surface aggregate
- Laser grade new skin surface to aid in efficient drainage

*Estimated cost of above - \$13,000*

### **Wings Park NE Field –**

- Core out infield skin to a depth of approx. 3 inches
- Install new Montour ag lime in it's place
- Install new base anchors, plugs included
- Laser grade new skin surface to aid in efficient drainage
- Haul spoils off of field and deposit in a designated dumping area on site

*Estimated cost of above - \$15,000*

### **Wings Park SW Field-**

- Mix in approx. 3 inches of Montour ag lime with existing skin surface aggregate
- Laser grade new skin surface to aid in efficient drainage

*Estimated cost of above - \$12,000*

### **Oelwein Sports Complex- West Field**

- Mix in approx. 3 inches of Montour ag lime with existing skin surface aggregate
- Laser grade new skin surface to aid in efficient drainage

*Estimated cost of above - \$12,000*

The estimates stated above are estimates only and do not represent a firm and final quote. In our experience, we are usually pretty close to the final cost. Also, the numbers are based on doing all of the above listed work, and are not valid for anything else. If changes are required, we will re-figure the costs for the changes.

Tom

Iowa Athletic Fields Construction Company

[tom@iowaathleticfields.com](mailto:tom@iowaathleticfields.com)

RESOLUTION NO. \_\_\_\_\_-2025

RESOLUTION APPROVING A ONE YEAR LEASE AGREEMENT WITH MICHAEL WILHELMS OWNER OF SKY VALLEY AVIATION LLC FOR MECHANIC SERVICES AT THE OELWEIN MUNICIPAL AIRPORT FROM NOVEMBER 1, 2025 TO OCTOBER 31, 2026 IN THE AMOUNT OF \$650 MONTHLY

WHEREAS, the city of Oelwein wants to have an airplane mechanic present who can help pilots and be a daily presence at the airport; and

WHEREAS, the city wants to have an active airport which provides a service to the community; and

WHEREAS, this lease will be for the maintenance hangar and the terminal office; and

WHEREAS, this agreement requires Michael Wilhelms to pay \$650 each month on the first day of the month to the city of Oelwein;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves a one year lease agreement with Michael Wilhelms owner of Sky Valley Aviation LLC for mechanic services at the Oelwein Municipal Airport from November 1, 2025 to October 31, 2026 in the amount of \$650 monthly.

Passed and approved this 13<sup>th</sup> day of October, 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 October 14, 2025.



Oelwein Municipal Airport Lease November 1, 2025 to October 31, 2026

THIS AGREEMENT, made and entered into the date executed below, between the City of Oelwein, Iowa, hereinafter referred to as the Lessor, and Michael Wilhelms, d/b/a Sky Valley Aviation LLC, hereinafter referred to as Lessee.

WHEREAS, Lessor owns and operates the Oelwein Municipal Airport and the Lessor is willing to lease to the Lessee certain premises hereinafter more fully described and located on said airport upon the terms and conditions and stated herein;

WHEREAS, the said leased premises may be used for the operation of a flight training school, aircraft maintenance and repair, aircraft charter, and aircraft sale and rental. Lessee may also conduct his business on premises relating to sales and services of aircraft and building and constructing various makes and models of experimental aircraft. Lessee, at Lessee's option, may conduct additional business activity on the leased premises, which is permitted by, or not prohibited, by law and expressly approved in writing, in advance, by the Lessor upon a written proposal submitted by Lessee.

NOW THEREFORE, in consideration of the rent, covenants and agreements herein contained, Lessor does hereby lease to Lessee, maintenance hangar and an office in the Terminal Building.

1. Lessee shall pay the city of Oelwein \$650 monthly due on the first of the month starting November 1, 2025.
2. The term of this Lease shall be for the period commencing at midnight on November 1, 2025 to through to and ending at midnight on October 31, 2026
3. It is hereby agreed nothing herein contained shall be construed to grant or authorize the granting of an exclusive right prohibited by Section 208 of the Federal Aviation Act of 1958, as amended, and the Lessor reserves the right to grant to others the privilege and right of conducting activities of an aeronautical nature.
4. Insurance. The Lessee shall purchase and maintain such insurance as will protect it from claims set forth below which may arise out of or result from the Lessee's operations under the Contract, whether such operations be by himself or by a subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. All such insurance shall be subject to the approval of the City for adequacy of protection and shall include a provision preventing cancellation without thirty (30) days' prior notice to the City in writing.
5. Liability Insurance Requirements. The Lessee shall procure and maintain, at its own expense liability insurance as hereinafter specified. The liability insurance required is as follows:
6. Commercial General Liability Insurance issued to the Lessee and protecting it from all claims for personal injury, including death and all claims for destruction of or damage to property arising out of or in connection with any operation under his Contract, whether such operation be by himself or by a subcontractor under him, or anyone directly or indirectly employed by the Lessee or by a subcontractor under him, or by anyone for whose acts any of them may be liable.
7. All such insurance shall be written with a limit of liability of not less than \$1,000,000 for all damages arising out of one occurrence for bodily injury, including, death, and property damage. The General Liability policy should have a general aggregate limit of \$2,000,000 for all damages and a product completed operations aggregate of \$2,000,000 for all damages.
8. All such insurance shall be written on a comprehensive policy form and shall specifically cover products and completed operations. Certificates evidencing the issuance of such insurance, addressed to the City, shall be filed within ten (10) days after the date of the execution of the contract.



9. The policy shall include the City as an additional insured. The insurer shall give the City notification of any cancellation or termination by refusal to renew the policy or of any change in coverage of the policy or of any change in coverage of the policy in the manner provided by law. If no such notification is provided by law, the insurer shall give the City at least thirty (30) days' prior written notification of any cancellation or termination by refusal to renew the policy or of any change in coverage of the policy.
10. Special Provisions. All liability policies which include the City as an additional insured shall include a Governmental Immunities Endorsement pursuant to Chapter 670.4 of the Iowa Code, which endorsement shall include the following provisions:
11. Nonwaiver of Government Immunity. The insurance carrier expressly agrees and states the purchase of this policy and including the City as an Additional Insured does not waive any of the defenses of governmental immunity available to the City under Iowa code Section 670.4 as it now exists and as it may be amended from time to time.
12. Claims Coverage. The insurance carrier further agrees this policy of insurance shall cover only those claims not subject to the defenses of governmental immunity under Iowa Code Section 670.4 as it now exists and as it may be amended from time to time.
13. Assertion of Government Immunity. The City shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurance carrier.
14. Non-Denial of Coverage. The insurance carrier shall not deny coverage or deny any of the rights and benefits accruing to the City under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the City.
15. Lessee agrees to observe and obey reasonable rules and regulations with respect to the use of the premises; provided, however, such rules and regulations shall be consistent with safety and with rules, regulations and orders of the Federal Aviation Administration with respect to aircraft operations at the airport; and provided further, such rules and regulations shall not be inconsistent with the provisions of this agreement or the procedures prescribed or approved from time to time by the Federal Aviation Administration with respect to the operation of Lessee's aircraft at the airport. Lessee and all of its employees, agents and servants will faithfully observe and comply with all rules and regulations as may be promulgated by the Lessor, the United States of America or any Department or Agency thereof, and the State of Iowa.
16. Lessee shall not assign, sublet nor hypothecate this Lease without the written consent of the Lessor, except said Lease may be assigned by Lessee to any corporation owned by, or in which it may become shareholder of, but such assignment shall not relieve or release the Lessee from the terms and obligations of this Lease insofar as the Lessor is concerned.
17. Lessee agrees to furnish service on a fair, equal and not unjustly discriminatory basis to all users thereof, and to charge fair, reasonable and not discriminatory prices for each unit of service; provided the Lessee may make reasonable and non-discriminatory discounts, rebates or other similar types of price reductions to volume purchasers.
18. This agreement shall be subordinate to the provisions of any outstanding agreement between Lessor and United States relative to the maintenance, operation, or development of the airport.
19. The Lessee will not, on the grounds of race, color, or national origin, discriminate or permit discrimination against any person or group of persons in any manner prohibited by Part 15 of Federal Aviation Regulations. The Lessor reserves the right to take such action as the United States Government may direct to enforce this covenant.
20. The Lessee agrees no signs or advertising material shall be placed or erected upon the leased premises without the prior written consent of the Lessor.



- 21. Lessee shall not use City vehicles or equipment for personal use.
- 22. As demand dictates Lessee will provide aircraft maintenance, aircraft rental and flight training.
- 23. Lessor reserves the right to enter upon the leased premises at a reasonable time for the purpose of making any inspection it may deem expedient.
- 24. This Lease may be terminated for non-compliance of Lessee Operations at any time hereafter by either party giving the other one hundred (60) days' notice of intention to so terminate the same, or this notice shall be by registered mail. This Lease may not be assigned without the written consent of the opposite party affected thereby. If the city fails to provide a renewal to the contract before October 31, 2026 the contract will proceed month to month with no adjustments in compensation.
- 25. At the expiration or termination of this lease, the Lessee agrees it will give peaceful possession of the leased premises in as good condition as they now are, ordinary wear and tear excepted.
- 26. Lessee will provide a report monthly to the Airport Board and the City Administrator on the activities of the airport.
- 27. This agreement shall extend to and be binding upon the heirs, executors, administrators, trustee, successors, receivers and assigns of the parties hereto.

Dated at Oelwein, Iowa, this \_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF OELWEIN, IOWA

Sky Valley Aviation LLC

By: \_\_\_\_\_  
Brett DeVore, Mayor

By: \_\_\_\_\_  
Michael Wilhelms

NOTE: The intent of this Contract is to be an Agreement between a Lessor and Lessee. It is not to be interpreted as an employer, employee relationship and shall not be construed by anyone as such.



Date 9/7/2025

Sky Valley Aviation LLC proposal to continue to provide fixed base operator services at Oelwein Municipal Airport.

Sky Valley Aviation LLC  
Michael Wilhelms Owner 319-290-2706  
1300 4<sup>th</sup> St. SW Waverly, IA 50677

During the last year Sky Valley Aviation LLC has provided services for the current tenants based at OLZ. Sky Valley Aviation LLC has also brought in customers from Independence, Waterloo, Cedar Rapids, and surrounding areas. Sky Valley Aviation LLC is an asset to Oelwein Municipal Airport and the community. Sky Valley Aviation LLC would like to continue to provide services and help grow the Oelwein Municipal Airport.

Sky Valley Aviation LLC will:

- Lease the maintenance hangar from the City of Oelwein for \$550 a month to include use of the terminal office and hangar 1D for overflow aircraft.
- Lease hangar 7C for \$95/month
- For a term of 3yrs. Nov. 1, 2025, through Oct. 28, 2028 with no rate increase.

Sky Valley Aviation LLC will continue to provide general liability insurance as required by the City of Oelwein.

These terms are contingent on the replacement of the maintenance hangar main door seal and the reinstallation of the ceiling heater in the maintenance hangar.

Sky Valley Aviation LLC reserves the right to terminate this contract at any time with a 30 day written notice.

Respectfully Submitted  
Sky Valley Aviation LLC  
Michael Wilhelms

August 27, 2025

Sky Valley Aviation, LLC  
Mike Wilhelms  
1300 4<sup>th</sup> St. SW  
Waverly, IA 50677



Mike,

We appreciate the opportunity to have you as a valued commercial tenant at the Oelwein Municipal Airport and remain committed to maintaining a professional, safe, and functional environment that supports your business operations.

In line with this commitment, we recently completed a series of critical capital improvements to the property, which enhance safety, compliance, and operational reliability. These include:

- **Ceiling Repairs** – \$16,000  
Structural repairs to address long-term wear and improve safety.
- **Electrical Outlets & Lighting Upgrades** – \$1,000  
Modernization to support better efficiency, functionality, and tenant equipment needs.
- **Electrical Service Upgrade** – \$2,900  
Increased capacity and compliance with updated code requirements, improving overall performance and safety.

These improvements represent a total capital investment of **\$19,900** and are essential to preserving the value and functionality of the premises. They also directly support tenant operations by improving safety, efficiency, and utility reliability.

**Effective November 1, 2025, the monthly base rent will increase to \$850 per month.**

This adjustment is necessary to help offset the costs of these major improvements while continuing to provide you with a well-maintained and professionally managed commercial space.

We understand that rent adjustments can impact operational planning and are happy to discuss any concerns or questions you may have. Please feel free to reach out to us directly.

Thank you for your continued tenancy.

Sincerely,

Dylan Mulfinger  
City Administrator

Fund	Beg Balance	Revenue	Expense	Transfers	Fund Balance	BANK BALANCE
001 General	842,385.88	273,599.37	234,766.97	(916.67)	880,301.61	
051 County Emergency Management	6,136.50	2,161.56	-	-	8,298.06	
110 Road Use Tax	581,593.26	91,098.24	71,112.22	-	601,579.28	
112 Trust and Agency	522,632.71	142,770.92	75,499.54	-	589,904.09	
113 Flex Spending	1,415.73	1,369.66	1,369.66	-	1,415.73	2,100.56
119 Emergency	-	-	-	-	-	
120 Sidewalks Repaired/Replaced Dwtm	-	-	-	-	-	
121 Sales Tax	182,737.87	65,957.06	-	-	248,694.93	
122 Hotel/Motel Tax	56,966.36	7,384.94	-	-	64,351.30	
123 Gas-Electric Franchise Fee	149,555.96	-	57,818.86	(21,295.00)	70,442.10	
124 Library Bequest	374,697.12	1,160.23	10,744.00	-	365,113.35	
126 Downtown TIF	188,524.40	30,078.18	-	-	218,602.58	
127 Industrial Park TIF	-	-	-	-	-	
128 Ind Park SubFund TIF East Penn	539,879.28	364,540.15	-	-	904,419.43	
132 DARE	-	-	-	-	-	
136 Trees Forever	9,351.06	-	-	-	9,351.06	
146 Oelwein Housing Revolving Loan Fund	113,130.27	-	-	-	113,130.27	
160 Econ Dev (\$12,500 Wellness Res)	12,543.15	5,201.00	28,338.61	-	(10,594.46)	
161 IRP Revolving Loan	365,378.12	11,638.34	1,363.07	-	375,653.39	375,653.39
162 Downtown Business Grants	176,516.29	-	-	-	176,516.29	
167 Oelwein Volunteer Fire Dept	14,490.43	-	-	916.67	15,407.10	
177 Forfeit Assets	7,443.11	-	593.97	-	6,849.14	
200 Debt Service	415,460.56	111,636.73	-	21,295.00	548,392.29	
201 Water Bondsinking	151,179.58	377.89	-	29,287.00	180,844.47	
202 Sewer Bondsinking	164,158.01	365.57	-	155,153.00	319,676.58	
205 Special Assessments	-	7,730.00	-	-	7,730.00	
282 CDBG Housing Rehab	-	-	-	-	-	
287 2020 GO Bond	6,846.67	-	-	-	6,846.67	
301 HMGP 4483 GRANT	-	-	-	-	-	
302 Oelwein Housing Teardown	44,342.50	-	-	-	44,342.50	
305 Airport Grant	(9,240.57)	-	14,060.57	-	(23,301.14)	
307 Tri Park Trail Extensions	1,140,541.12	-	507.75	-	1,140,033.37	
310 Plaza Park Expansion (OCAD Project)	-	-	-	-	-	
314 Dry Run Creek Flooding	(189,993.77)	-	-	-	(189,993.77)	
360 Cares Act NE Sewer Replacement	-	-	-	-	-	
385 Water Main Rpl 1 Av NE 5 & 12 Av SE	5,679.97	-	-	-	5,679.97	
387 '23-24 HMA Paving Imp 1st 12th SF Evt	232,156.75	-	-	-	232,156.75	
388 2024 GO Bond Const 10th St Bridge	1,312,305.24	3,688.16	21.84	-	1,315,971.56	
393 2022 GO Bond Construction City Hall	24,354.64	-	-	-	24,354.64	
397 Railroad Grant-Viaduct	37,901.24	-	-	-	37,901.24	
501 Cemetery Perp Care	300,131.14	0.26	-	-	300,131.40	3,131.40
600 Water (2016D Reserve \$67,000)	871,531.80	191,530.01	216,309.90	(64,287.00)	782,464.91	
601 Water Infrastructure Fee	384,125.20	(21.09)	37,949.00	35,000.00	381,155.11	
620 Customer Water Deposits	140,978.47	2,949.53	2,506.84	-	141,421.16	
640 Fuel	(4,163.41)	7,522.80	-	-	3,359.39	
670 Landfill	204,357.98	51,406.76	31,599.83	-	224,164.91	
671 Recycling	55,553.61	6,452.63	82.66	-	61,923.58	
672 ROW Trees Utility Fee	77,581.38	8,016.38	2,269.55	-	83,328.21	
680 Wellness Center	(17,497.67)	16,304.17	21,937.99	-	(23,131.49)	
700 Sewer/Waste Treatment	1,535,920.38	202,820.80	65,348.68	(190,153.00)	1,483,239.50	
701 Sewer Infrastructure Fee	487,238.77	(2.56)	-	35,000.00	522,236.21	
706 Reed Bed Exp - EQ Liner	(37,031.20)	-	-	-	(37,031.20)	
	<b>11,479,795.89</b>	<b>1,607,737.69</b>	<b>874,201.51</b>		<b>12,213,332.07</b>	

Fidelity 999-1003 and Community 999-1004 Money Market Accounts

2,013,432.02

CD'S Fidelity 999-1113, Community 999-1114 Cemetery 501-1001

8,397,000.00

Fidelity IRP 999-1001/Flex 999-1002/Cem Perp Bank Ckng 501-1002

380,200.52

Unapplied Accounts Receivable

-

Balance Checking Account 999-1000

1,422,699.53

Payroll Liabilities

-

**12,213,332.07****12,213,332.07**

Signature:

Date:

10/3/25

9/1/2025

9/30/2025

8/31/2025

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___	-
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___	-
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___	-
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___	-
161-___-4___	161-___-6___	161-___-49___	161-___-69___	-
162-___-4___	162-___-6___	162-___-49___	162-___-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___	(21,295.00)
201-___-4___	201-___-6___	201-___-49___	201-___-69___	(29,287.00)
202-___-4___	202-___-6___	202-___-49___	202-___-69___	(155,153.00)
205-___-4___	205-___-6___	205-___-49___	205-___-69___	-
282-___-4___	282-___-6___	282-___-49___	282-___-69___	-
287-___-4___	287-___-6___	287-___-49___	287-___-69___	-
301-___-4___	301-___-6___	301-___-49___	301-___-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___	-
310-___-4___	310-___-6___	310-___-49___	310-___-69___	
314-___-4___	314-___-6___	314-___-49___	314-___-69___	-
360-___-4___	360-___-6___	360-___-49___	360-___-69___	
385-___-4___	385-___-6___	385-___-49___	385-___-69___	-
387-___-4___	387-___-6___	387-___-49___	387-___-69___	-
388-___-4___	388-___-6___	388-___-49___	388-___-69___	
393-___-4___	393-___-6___	393-___-49___	393-___-69___	-
397-___-4___	397-___-6___	397-___-49___	397-___-69___	-
501-___-4___	501-___-6___	501-___-49___	501-___-69___	0.00
600-___-4___	600-___-6___	600-___-49___	600-___-69___	-
601-___-4___	601-___-6___	601-___-49___	601-___-69___	(35,000.00)
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___	(35,000.00)
706-___-4___	706-___-6___	706-___-49___	706-___-69___	-
				(276,651.67)

1,422,699.53

0.00

0.00

001-1301

0.00

0.00

1,422,699.53

9991000 Checking

9991111 Utility

9991112 Accounts Receivable

0012120 payroll liabilities

\_\_\_-2020 accounts payable

- Ckg Bal to match

Col I Line 62

Revenue check - should equal transfers

Item A.



To: Mayor and City Council  
From: Dylan Mulfinger  
Subject: City Administrator Agenda Memo  
Date: 10/13/2025

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#### Consent Agenda

1. Consideration of a motion to approve the September 22, 2025 minutes.
2. Consideration of a Class 'C' Liquor License renewal for Ross Reid Post #9 of the American Legion.
3. Consideration of a Class 'C' Liquor License renewal for Viper Lanes DBA PJ's Bar & Grill .
4. Consideration of a resolution authorizing the temporary closure of public ways or grounds for the Oelwein Chamber and Area Development Olde Tyme Christmas on December 5, 2025.
5. Consideration of a resolution authorizing the temporary closure of public ways or grounds for the Oelwein Lion's Club for the Halloween Trick-or-Treat on October 31, 2025.

#### Resolutions

6. Consideration of a resolution approving the Fiscal Year 2026 and Fiscal Year 2027 Budget Reduction Act.
  1. The budget cut process started in March of 2025 with department heads bringing ideas to the City Administrator. The City Administrator then developed a plan for the city council review. The city council has held four work sessions to work through the ideas and ask numerous questions. After the city council made changes to the proposed plan, the City Administrator has provided a plan that can be voted on to ensure direction is provided to the City Administrator. The City Administrator has recommended more cuts, but the following plan will put the city on the right track over the next two years. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving the Oelwein Utility Assistance Program.
  1. After the city council approved a 30 percent rate increase in 2024, at the recommendation of the City Administrator, staff has worked to create program that helps the most disadvantaged in town. Through three work sessions the city council has made changes to the proposed utility assistance program. This program will be reviewed annually, and reports will be provided to the city council. This resolution starts the program, and an ordinance will be required to allow donations on the utility bill. This program will ensure community members can stay in their homes longer and that less utilities are wasted from leaks or breaks. The City Administrator recommends approving the resolution.



8. Consideration of a resolution approving the bid from Diamond Doctors of Iowa, LLC for the upgrades to the Wings Park Ball Diamonds in the amount of \$10,625.00.
  1. This work will all be completed through grant funding. The City Administrator recommends approving the resolution.
9. Consideration of a resolution approving a one year lease agreement with Michael Wilhelms owner of Sky Valley Aviation LLC for mechanic services at the Oelwein Municipal Airport from November 1, 2025 to October 31, 2026 in the amount of \$650 monthly.
  1. The city provided a proposal to Sky Valley and was met with a proposal from Sky Valley for leasing the mechanics hanger at the airport. The airport board voted on September 29 to recommend the city not accept Sky Valley's proposal, but to negotiate a rate which works for both parties. Through negotiations the city settled on keeping the \$650 rate the same and to provide a one-year lease. The City Administrator recommends approving the resolution.



## The Library Noise October 2025

Volume 16, Issue 10

### October Calendar

10/7	Dale Price Book Presentation	6:00
10/8	Library Board Meeting	5:00
10/13	Friends Meeting	10:00
10/13	<i>Lessons of the Holocaust</i>	6:00
10/23-25	Friends Book Sale	during library hours
10/27	Book Talk	10:00
<b>October: Listen to an Audiobook</b>		
10/29	Spooky Stories Storytime	10:00
10/31	Halloween Party	3:00-5:00

### Coming in November:

#### Woodcarving Class with Steve Russell

Saturday, November 22nd 9:00 a.m.-1:00 p.m.  
Carve your own Christmas ornament. Classes are limited to 6 people and they must be at least 16 years old. Cost is \$30, all supplies provided.

Pre-register and pre-payment required to hold your spot. A second class will be provided if we have more persons interested. When the morning class is filled, a 1:30 p.m.-5:30 p.m. class will be available.

#### Oelwein Reads Book Club

Thursday, November 20th at 6:00 p.m. at Ampersand.  
November's book selection is *Out of This World: A Woman's Life Among the Amish* by Mary Swander.

### Donor's Corner

The following people made donations in memory of loved ones during the month of September:

**In memory of Seth Garceau**

Jens & Joanne Nielsen

**In memory of Gary Walrath, Sr.**

The Friends of the Library

**In memory of Mark Hillman**

Susie Fairchild Ricchio



For more information on how you can create this lasting tribute to someone you have lost or would like to honor, please contact Deann Fox at 283-1515.

### Programs in October

#### October 3rd-20th Holocaust VR Traveling Trunk

These educational Virtual Reality Holocaust Trunks use advanced technology to share Holocaust survival stories. Thanks to the generous support of The Kimberly Duchossois Family Global Immersive Technology Initiative, The Diana C. Hunter Trust, The Spagat Family Virtual Reality Trunk Program, the Illinois Holocaust Museum offers these traveling trunks with wireless VR headsets featuring five VR films and an educator resource guide, including three new survivor films.

#### Tuesday, October 7th at 6:00 p.m.

##### Dale Price Book Presentation

Mr. Price's book, *What the Hell Was That?*, is an adept collection of supernatural encounters that go beyond mere ghost stories. These paranormal encounters are expertly crafted from generational and personal stories. Join us, if you dare.



#### Monday, October 13th at 6:00 p.m.

##### *Lessons of the Holocaust* presented by educator Brad Wilkening.

Join educator Brad Wilkening for a compelling presentation titled "Lessons of the Holocaust." He will delve into the enduring effects of the Holocaust through historical narratives and survivor testimonies, emphasizing its significance in today's world.

Sponsored by the Oelwein Genealogical Society



#### Book & Bake Sale October 23rd-25th

Find your next great read & a tasty treat.  
Bake Sale Thursday only.



To request an accommodation for programs call 319-283-1515 or email [oelwein@oelwein.lib.ia.us](mailto:oelwein@oelwein.lib.ia.us).

**Library Hours** | Monday-Tuesday 9:00 a.m. to 8:00 p.m. | Wednesday-Thursday 9:00 a.m. to 7:00 p.m. | Friday 9:00 a.m. to 5:30 p.m. | Saturday 9:00 a.m. to 3:00 p.m.

201 East Charles St. Oelwein, IA 50662 | 319-283-1515 | [oelwein@oelwein.lib.ia.us](mailto:oelwein@oelwein.lib.ia.us) | [www.oelwein.lib.ia.us](http://www.oelwein.lib.ia.us)



## New items on the shelf

### DVD's:

**Ballerina, Elio, Jurassic World: Rebirth**

### Fiction:

Katabasis-R. F. Kuang, The End of the World as We Know It-Christopher Golden, Tom Clancy's Terminal Velocity-M. P. Woodward,

### Non-Fiction:

Your Baby Doesn't Come With a Book-Daniel Golshevsky, Throne of Grace-Bob Drury, Self-Made Maverick-Reza Zahedi, Mother Mary Comes to Me-Arundhati Roy, The Unexpected Journey-Emma Heming Willis, Butler-Salena, Tonight in Jungleland-Peter Ames Carlin

### New YA:

### Ladybug:

Why Do Rosters Crow Early in the Morning-Jack Beard, The Blue Velvet Chair-Rio Cortez, Cows and Sheep and Chicks That Cheap-Douglas Florian, Where the Deer Slip Through-Katey Howes, Blue-Suzanne Kaufman, Friends and Foes!-Billy Wrecks

### New J:

The Only Ghost in School-Tara J. Hannon, Hurricane Heist-James Ponti, Troubling Tonsils-Aaron Reynolds

## October's "Pop Up Programs"



Wednesday, Oct. 29th at 10:00 a.m.  
**"Spooky Stories"**



Friday, Oct. 31st from 3:00-5:00 p.m.

### Halloween Party

Activities, games, crafts & more. Fayette County Conservation will be here with a fun activity for the kids.

**"Pop-up Programs" are programs covering a range of topics and ages on different times and days.**

You can receive free tickets to the Des Moines Ballet with your library card. The Iowa Library Association is proud to participate in the Community Ticketing Program with Ballet Des Moines.

This initiative allows anyone aged seven and older with a public library card to receive a complimentary ticket to any of the four Ballet Des Moines performances this season.

To learn more about how you or members of your community can claim tickets, please [visit the Ballet Des Moines website](https://www.balletdesmoines.com) for answers to this and other common questions.

## Did You Know?

Mometrix eLibrary, funded by the Iowa Legislature, is accessible to all Iowans via public and academic libraries. It offers test-takers resources such as flashcards, practice tests, and guides for over 1,500 exams across various subjects. Users can access the platform from library websites, and must create a free account to track their progress when using Mometrix for the first time.

Find Mometrix on the library's Online Resources page at [www.oelwein.lib.ia.us](http://www.oelwein.lib.ia.us).



**Sign up today.  
Ask a librarian how.**



## Take & Make Kits

Make your own book page leaf wreath.



Children under the age of seven (7) must be accompanied by a responsible person at least fourteen (14) years old. It is the responsibility of parents/guardians/caregivers to supervise and monitor the behavior and safety of their children or persons in need of a caregiver at all times. The library is not responsible for children or persons in need of a caregiver left in the building.

**Library Hours | Monday-Tuesday 9:00 a.m. to 8:00 p.m. | Wednesday-Thursday 9:00 a.m. to 7:00 p.m. | Friday 9:00 a.m. to 5:30 p.m. | Saturday 9:00 a.m. to 3:00 p.m.**

**201 East Charles St. Oelwein, IA 50662 | 319-283-1515 | [oelwein@oelwein.lib.ia.us](mailto:oelwein@oelwein.lib.ia.us) | [www.oelwein.lib.ia.us](http://www.oelwein.lib.ia.us)**

## City of Oelwein, IA

### CLIENT LIAISON:

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### DATE:

October 2, 2025



MSA developed an excellent GIS-based tool to help municipalities with a wide variety of capital improvement planning (CIP)-related tasks: the [Capital Improvement Planning App](#).

### COMMUNITY CHANGE GRANT – PROJECT #08884014

We have not heard of any further correspondence regarding this grant.

### FMA FUNDING – PROJECT #08884015

We have not heard of any further correspondence regarding this grant. We expect to hear something this month.

### RAIL YARD BROWNFIELD

Eocene has provided options for next steps with cost estimates for each of those options. Please let us know, if you would like to move forward with any of those options.

In addition, Upper Explorerland Regional Planning Commission has begun work on an EPA Brownfield Assessment Grant application that could support this project.

### IDALS WQI URBAN CONSERVATION PROJECTS PROGRAM

MSA is providing support with the Water Quality Institute (WQI) funding application. The construction cost estimate developed for Project #08884015 was forwarded to the City for use in the application.