

Agenda

City Council Meeting
Oelwein Community Plaza, 25 West Charles, Oelwein
6:00 PM

December 14, 2020
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Warren Fisk

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

Pledge of Allegiance

Call to Order

Roll Call

Additions or Deletions

Citizens Public Comments - See Guidelines for Public Comments Below

Consent Agenda

- [1.](#) Consideration of a motion to approve the minutes of the November 23, 2020 Council meeting

Public Hearing

2. Public Hearing on 2020-2 amendment to urban renewal plan for Industrial Park Urban Renewal Area
3. Public Hearing on Development Agreement with ICE Manufacturing
4. Public Hearing on the Status of Funded Activities for the 2017 Oelwein Community Development Block Grant Housing Project

Resolutions

- [5.](#) Consideration of a Resolution approving 2020-2 Urban Renewal Plan Amendment for the Industrial Park Urban Renewal Area
- [6.](#) Consideration of a Resolution Approving Development Agreement with ICE Manufacturing, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement
- [7.](#) Consideration of a Resolution to Accept Deed from Fayette County, Iowa

Motions

8. Consideration of a motion to accept an offer for Real Estate located at 15 4th Street NE
- [9.](#) Consideration of a motion approving Pay Estimate No. 5 (Pre-Final) to Heartland Asphalt Inc. in the amount of \$16,854.29 for work completed on Paving Connector Taxiway to Runway 13 End
- [10.](#) Consideration of a motion setting liquidated damages for Portzen Construction Inc. on 42 Well Project
- [11.](#) Consideration of a motion to proceed with crack sealing project at Oelwein Municipal Airport
- [12.](#) Consideration of a motion to apply to the Iowa Department of Natural Resources to temporarily lower Lake Oelwein for the winter of 2021
- [13.](#) Consideration of a motion approving the Redgate Park Replacement Project
- [14.](#) Consideration of a motion directing staff on the 4th Avenue NE Sewer Project

Committee Reports

- [15.](#) Report from Payne on December Library Board meeting

Council Updates

Mayor's Report

City Attorney's Report

- [A.](#) City Attorney Report

City Administrator’s Report

[City](#) Administrator's Report

Adjournment

[i.](#) Additional Information

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



Minutes

City Council Meeting

Oelwein Community Plaza, 25 West Charles,
Oelwein

November 23, 2020 - 6:00 PM

Pledge of Allegiance

Call to Order by Mayor Pro Tem Fisk at 6:00 P.M.

Mayor DeVore attended on-line

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

Additions or Deletions

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

Motion Carried

Citizens Public Comments

Shirley Derr, 210 Deja View Court, Maynard owns five rentals in Oelwein and is requesting council to defer rental inspection until February 1, 2021 due to Covid high numbers. She also requested enforcement for residents to put their garbage/recycling containers to the side, rear of house or in garage. They are an eyesore.

Consent Agenda

1. Consideration of a motion to approve the minutes of the November 9, 2020 Council meeting
2. Claims Resolution in the amount of \$592,230.27

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

Motion Carried

Resolutions

3. Consideration of a Resolution providing for reduction of interest rate on Water Revenue Bond

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5227-2020.

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

Nays: None

Motion Carried

4. Consideration of a Resolution Waiving Planning and Zoning Requirements for Proposed Subdivision Located in the Northeast Quarter of Section 4, Township 90 North, Range 9 West of the Fifth P.M., Buchanan County, Iowa

A motion was made by Weber, seconded by Cantrell to adopt Resolution No. 5228-2020.

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

Nays: None

Motion Carried

Motions

5. Consideration of a motion approving Change Order No. 2 for Grading Connector Taxiway to Runway 13 End in the amount of \$-23,251.72

A motion was made by Cantrell, seconded by Seeders to approve Change Order No. 2. All voted aye.

Motion Carried

6. Consideration of a motion approving Pay Estimate No. 4 (Final) in the amount of \$4,658.91 to JB Holland Construction Inc. for work completed on Grading Connector Taxiway to Runway 13 End

A motion was made by Payne, seconded by Seeders to approve Pay Estimate No. 4 (Final). All voted aye.

Motion Carried

7. Consideration of a motion approving Change Order No. 2 in the amount of \$4,169.80 for Paving Connector Taxiway to Runway 13 End

A motion was made by Cantrell, seconded by Weber to approve Change Order No. 2. All voted aye.

Motion Carried

8. Consideration of a motion approving Change Order No. 3 in the amount of \$-123.31 for Paving Connector Taxiway to Runway 13 End

A motion was made by Cantrell, seconded by Weber to approve Change Order No. 3. All voted aye.

Motion Carried

9. Consideration of a motion approving Final Pay Estimate in the amount of \$16,951.09 to Heartland Asphalt, Inc. for work completed on Paving Connector Taxiway to Runway 13 End

A motion was made by Cantrell, seconded by Payne to approve Final Pay Estimate. All voted aye.

Motion Carried

10. Consideration of a motion authorizing signatures on Amendment to Administrative Contract with UERPC, Intermediary Revolving Loan Fund Program

A motion was made by Cantrell, seconded by Stewart authorizing signatures. All voted aye.

Motion Carried

11. Consideration of a motion approving payment to Lansing Brothers Construction Co. Inc. in the amount of \$28,350 for 2020 House Demolition Project

A motion was made by Weber, seconded by Cantrell approving payment. All voted aye.

Motion Carried

12. Consideration of a motion to set a Public Hearing on 2017 CDBG Housing Project for 6:00 P.M. December 14, 2020

A motion was made by Weber, seconded by Cantrell to set the hearing. All voted aye.

Motion Carried

13. Consideration of a motion approving Urban Renewal Report re: Fiscal Year 2019-2020 TIF Debt Outstanding

A motion was made by Weber, seconded by Cantrell to approve the report. All voted aye.

Motion Carried

14. Consideration of a motion authorizing signatures on Task Order No. 2003-20A with Fox Engineering in the amount \$34,500.00 for Oelwein NE Sanitary Sewer Improvements

A motion was made by Stewart, seconded by Seeders to prepare a new Request for Proposals to include preliminary design and optional for I & I Study from 9th Street down to 1st Street. All voted aye.

Motion Carried

15. Consideration of a motion supporting the Oelwein Community School District's application for a 21st Century Grant

A motion was made by Weber, seconded by Cantrell in support of the application. All voted aye.

Motion Carried

16. Consideration of a motion authorizing the demolition of 408 West Charles in the amount of \$6,400.00 by Bryan Construction

A motion was made by Weber, seconded by Stewart to approve demolition once all options to recover city costs have been completed including notice to Insurance Company and written notice to Council. All voted aye.

Motion Carried

17. Consideration of a motion approving renovation of City Hall for restrooms in the amount of \$36,717.30

A motion was made by Seeders, seconded by Stewart to approve the renovation. All voted aye.

Motion Carried

18. Consideration of a motion to move the December 28, 2020 meeting date to December 21, 2020

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

Motion Carried

Internet was lost resulting in Mayor Devore and City Attorney Dillon leaving the meeting at 7:10 P.M.

Council discussed delaying rental inspections immediately and to be reviewed again on January 11, 2021 Council meeting. Formal approval to be listed on next council meeting December 14, 2020.

Committee Reports

19. Report from Cantrell on November Park and Recreation Commission meeting

Cantrell presented the minutes. The full minutes can be found at <http://www.cityofelweil.org/government/agendas-and-minutes.html>.

Council Updates

Internet returned. Mayor DeVore and Attorney Dillon entered the meeting at 7:25 P.M.

Mulfinger stated the city has locations for 3 of the 5 blue recycling dumpsters. The Landfill Commission request not to return them until all 5 have locations.

Mayor's Report

- A. Covid-19 Update

Mayor Devore is requesting Oelwein residents to mask up to save lives, hospital beds and school closing. Follow the Governors restrictions by not gathering with anyone who doesn't live in your household, socially distance, wear mask and encourage others to do the same. A full posting of his request can be found on the city's web site and Facebook page.

Fisk encouraged the Council, OCAD and Department Heads read the book "Strong Towns" by Charles Marohn, Jr. then have a work session to discuss the city's plan to move forward. It is available for free from the Library and as an audio book on Hoopla, a free app provided by the Library.

City Attorney's Report

Dillon is busy identifying unregistered rentals and abandoned property and nuisance properties which may be owned by the same people.

City Administrator's Report

- A. City Administrator Mulfinger met with Iowa Northern Railroad regarding an easement for the trail project with new wording.

Adjournment

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

Motion Carried

Brett DeVore, Mayor

ATTEST:

Dylan Mulfinger, City Administrator

I, Dylan Mulfinger, City Administrator in and for the City of Oelwein, Iowa do hereby certify that the above and foregoing is a true accounting of the Council Proceedings held November 23, 2020 and copy of said proceedings was furnished to the Register November 24, 2020.

Dylan Mulfinger, City Administrator

RESOLUTION NO. _____

A resolution approving 2020-2 Urban Renewal Plan Amendment for the Industrial Park Urban Renewal Area

WHEREAS, the City Council of the City of Oelwein, Iowa (the “City”) has created the Industrial Park Urban Renewal Area (the “Urban Renewal Area”) and has approved an urban renewal plan for the Urban Renewal Area; and

WHEREAS, Chapter 403 of the Code of Iowa requires that, before a city adds property to an urban renewal area or approves any new urban renewal project, a city must amend the existing urban renewal plan to describe the new property and to include that new project; and

WHEREAS, an amendment to the urban renewal plan for the Urban Renewal Area has been prepared which describes a new urban renewal project in the Urban Renewal Area related to a development agreement with ICE Manufacturing (the “Urban Renewal Project”) and

WHEREAS, notice of a public hearing by the City Council on the proposed urban renewal plan amendment was heretofore given in compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted the hearing; and

WHEREAS, copies of the urban renewal plan amendment, notice of public hearing and notice of a consultation meeting with respect to the urban renewal plan amendment were sent to Fayette County and the Oelwein Community School District and the consultation meeting was held;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. It is hereby determined by this City Council as follows:

A. The 2020-2 Amendment to the Urban Renewal Plan for the Industrial Park Urban Renewal Area conforms to the general plan of the City.

B. The proposed project described in the 2020-2 Amendment to the Urban Renewal Plan for the Industrial Park Urban Renewal Area is necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 2. The 2020-2 Amendment to the Urban Renewal Plan for the Industrial Park Urban Renewal Area, attached hereto and made a part hereof, is hereby in all respects approved, and the proposed project included in such amendment is hereby in all respects approved.

Section 3. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved December 14, 2020.

Mayor

Attest:

City Clerk

**CITY OF OELWEIN, IOWA
INDUSTRIAL PARK URBAN RENEWAL AREA**

**2020-2 AMENDMENT
URBAN RENEWAL PLAN**

December, 2020

The Urban Renewal Plan for the City of Oelwein Industrial Park Urban Renewal Area (the “Urban Renewal Area”) is hereby amended in accordance with the provisions of Section 403.5 of the Code of Iowa to give information about a new urban renewal project that is proposed to be undertaken in the Urban Renewal Area.

The project involves a tax increment rebate agreement with ICE Manufacturing, with respect to the expansion and renovation of industrial facilities located in the Urban Renewal Area at 1001 Industrial Park Road. The agreement calls for tax increment rebate payments in an amount not to exceed \$106,570. Payments under the agreement would be made for ten years, in amounts equal to 90% of the incremental property taxes paid each year, and each payment would be subject to annual appropriation by the City Council.

The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Outstanding general obligation debt of the City	\$7,740,000
Constitutional debt limit of the City:	\$13,655,000
Proposed debt to be incurred in Urban Renewal Area; including payments subject to annual appropriation	\$106,570

RESOLUTION _____

Approving Development Agreement with ICE Manufacturing, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement

WHEREAS, the City of Oelwein, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Industrial Park Urban Renewal Area (the “Urban Renewal Area”) and has adopted the 2020-2 Amendment to the Urban Renewal Plan; and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City proposes to enter into an agreement (the “Development Agreement”) with ICE Manufacturing (the “Company”) in connection with the development of property located in the Urban Renewal Area, at 1001 Industrial Park Road; and

WHEREAS, the Development Agreement would provide property tax incentives to the Company in the form of annual appropriation incremental property tax payments in an amount not to exceed \$106,570 under the authority of Section 403.9(1) of the Code of Iowa; and

WHEREAS, this City Council, pursuant to Section 403.9 of the Code of Iowa, has published notice, has held a public hearing on the Development Agreement, and has otherwise complied with statutory requirements for the approval of the Development Agreement; and

WHEREAS, Chapter 15A of the Code of Iowa (“Chapter 15A”) declares that economic development is a public purpose for which a City may provide grants, loans, tax incentives, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans, tax incentives or other financial assistance, a City Council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that in determining whether funds should be spent, a City Council must consider any or all of a series of factors;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the Council hereby finds that:

(a) The ICE Manufacturing Project will add diversity and generate new opportunities for the Oelwein and Iowa economies;

(b) The ICE Manufacturing Project will generate public gains and benefits, particularly in the creation of new jobs, which are warranted in comparison to the amount of the proposed property tax incentives.

Section 2. The Council further finds that a public purpose will reasonably be accomplished by entering into the Development Agreement and providing the property tax payments to ICE Manufacturing.

Section 3. The Development Agreement is hereby approved and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Development Agreement on behalf of the City, in substantially the form and content in which the Development Agreement has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of bond counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Development Agreement.

Section 4. All payments by the City under the Development Agreement shall be subject to annual appropriation by the City Council, in the manner set out in the Development Agreement. As provided and required by Chapter 403 of the Code of Iowa, the City's obligations under the Development Agreement shall be payable solely from a subfund which is hereby established, into which shall be paid that portion of the income and proceeds of the Urban Renewal Tax Revenue Fund attributable to property taxes derived from the property described as follows:

Fayette County Property Tax Identification Parcel Number: 18-28-426-005
(the "ICE Manufacturing Subfund").

Section 5. The City hereby pledges to the payment of the Development Agreement the ICE Manufacturing Subfund and the taxes referred to in Subsection 2 of Section 403.19 of the Code of Iowa to be paid into such Subfund, provided, however, that no payment will be made under the Development Agreement unless and until monies from the ICE Manufacturing Subfund are appropriated for such purpose by the City Council.

Section 6. After its adoption, a copy of this resolution shall be filed in the office of the County Auditor of Fayette County to evidence the continuing pledging of the ICE Manufacturing Subfund and the portion of taxes to be paid into that Subfund and, pursuant to the direction of Section 403.19 of the Code of Iowa, the Auditor shall allocate the taxes in accordance therewith and in accordance with the tax allocation ordinance referred to in the preamble hereof.

Section 7. All resolutions or parts thereof in conflict herewith are hereby repealed.

Passed and approved December 14, 2020.

Mayor

Attest:

City Clerk



Resolution No. _____

A RESOLUTION TO ACCEPT DEED FROM FAYETTE COUNTY, IOWA

WHEREAS, the City Council of Oelwein, Iowa has been offered property for trail development from Fayette County located in the 100 Block of 6th Avenue NW, and more particularly described as:

Lots 1 and 2, Block 1, Humphry’s 3rd Addition to Oelwein, Fayette County, Iowa

WHEREAS, this property is offered at no cost; and

WHEREAS, the acceptance of the deed will not reduce tax revenues, compete with private enterprise and is an appropriate land management decision.

NOW, THEREFORE, BE IT RESOLVED, The City of Oelwein accepts the deed and directs it to be recorded in the appropriate county offices.

This Resolution shall be in effect upon its passage and approval as provided by law. Passed and adopted by the City Council of the City of Oelwein, Iowa this _____ day of _____, 2020.

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2020.

City Administrator

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

M Weber
Stewart
Cantrell
Gerds
Fisk
Seeders

HEARTLAND ASPHALT INC.
ESTIMATE NO. 5 (PRE-FINAL)
PAVING CONNECTOR TAXIWAY TO RUNWAY 13 END
OELWEIN MUNICIPAL AIRPORT
CITY OF OELWEIN, IOWA
FAA AIP PROJECT NO. 3-19-0067-009
AECOM PROJECT NO. 60585703

Item 9.

Date: PRE-FINAL

ITEM NO.	SPEC. NO.	DESCRIPTION	UNIT	UNIT BID PRICE	CONTRACT QUANTITY	CONTRACT AMOUNT	AUTHORIZED QUANTITY	AUTHORIZED AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT
1	P-100	MOBILIZATION AND DEMOBILIZATION (HMA PAVEMENT)	LS	\$ 47,500.00	1	\$ 47,500.00	1	\$ 47,500.00	100%	\$ 47,500.00
2	P-101	PAVEMENT REMOVAL	SYD	\$ 7.50	300	\$ 2,250.00	300	\$ 2,250.00	248	\$ 1,860.00
3	P-154	SUBBASE COURSE	CY	\$ 28.25	600	\$ 16,950.00	600	\$ 16,950.00	600	\$ 16,950.00
4	P-156	INSTALLATION AND REMOVAL OF SILT FENCE	LF	\$ 2.65	1,260	\$ 3,339.00	1,260	\$ 3,339.00	213.5	\$ 565.78
5.3	P-403	HOT MIX ASPHALT (HMA) PAVEMENT	SYD	\$ 23.90	4,800	\$ 114,720.00	4,800	\$ 114,720.00	4,800	\$ 114,720.00
5.4	P-602	BITUMINOUS PRIME COAT	GAL	\$ -	-	\$ -	-	\$ -	-	\$ -
5.5	P-603	BITUMINOUS TACK COAT	GAL	\$ 2.00	525	\$ 1,050.00	525	\$ 1,050.00	100	\$ 200.00
5.6	P-152	UNCLASSIFIED EXCAVATION	CY	\$ 7.85	950	\$ 7,457.50	950	\$ 7,457.50	950	\$ 7,457.50
5.7	P-208	AGGREGATE BASE COURSE - 6-INCH	SYD	\$ 6.75	5,400	\$ 36,450.00	5,400	\$ 36,450.00	5,400	\$ 36,450.00
6	D-705	4-INCH PERFORATED SUBDRAIN (HDPE) COMPLETE INCLUDING POROUS BACKFILL AND FILTER FABRIC	LF	\$ 12.50	2,230	\$ 27,875.00	2,230	\$ 27,875.00	2,321	\$ 29,012.50
7	D-705	4-INCH NON-PERFORATED SUBRAIN (HDPE)	LF	\$ 10.75	115	\$ 1,236.25	115	\$ 1,236.25	110	\$ 1,182.50
8	D-751	SUBDRAIN CLEANOUT	EA	\$ 1,100.00	11	\$ 12,100.00	11	\$ 12,100.00	10	\$ 11,000.00
9	PLANS	SUBDRAIN CLEANOUT REMOVAL	EA	\$ 150.00	3	\$ 450.00	3	\$ 450.00	3	\$ 450.00
10	L-108	NO. 8 AWG, 5 KV, L-824, TYPE C CABLE, INSTALLED IN TRENCH, DUCT OR CONDUIT	LF	\$ 1.50	450	\$ 675.00	450	\$ 675.00	350	\$ 525.00
11	L-110	NON-ENCASED ELECTRICAL CONDUIT, 2-INCH, SCHEDULE 40 PVC	LF	\$ 15.00	40	\$ 600.00	40	\$ 600.00	40	\$ 600.00
12	L-115	ELECTRICAL HANDHOLE (L868)	EA	\$ 1,000.00	2	\$ 2,000.00	2	\$ 2,000.00	-	\$ -
13	L-125	TAXIWAY RETROREFLECTORS (L853)	EA	\$ 88.00	42	\$ 3,696.00	42	\$ 3,696.00	42	\$ 3,696.00
14	L-125	GUIDANCE SIGN (UNLIGHTED)	EA	\$ 2,400.00	2	\$ 4,800.00	2	\$ 4,800.00	2	\$ 4,800.00
15	L-125	AIRFIELD GUIDANCE SIGN, SIZE 1, LED, ONE (1) MODULE	EA	\$ 3,900.00	1	\$ 3,900.00	1	\$ 3,900.00	1	\$ 3,900.00
16	PLANS	TAXIWAY LIGHT BASE AND FIXTURE REMOVAL	EA	\$ 375.00	1	\$ 375.00	1	\$ 375.00	1	\$ 375.00
17	P-620	RUNWAY AND TAXIWAY MARKING	SF	\$ 5.38	2,250	\$ 12,105.00	2,250	\$ 12,105.00	1,960	\$ 10,544.80
18	P-620	REFLECTIVE MEDIA	LBS	\$ 3.00	60	\$ 180.00	60	\$ 180.00	50	\$ 150.00
19	T-901	SEEDING	AC	\$ 2,500.00	1.1	\$ 2,750.00	1.1	\$ 2,750.00	1.6	\$ 4,000.00
20	T-908	MULCHING	SYD	\$ 0.65	5,000	\$ 3,250.00	5,000	\$ 3,250.00	15500.00	\$ 10,075.00
21	T-905	TOPSOILING (OBTAINED ON-SITE)	CY	\$ 6.75	350	\$ 2,362.50	350	\$ 2,362.50	350.00	\$ 2,362.50
101		CEMENT STABILIZATION	SYD	\$ 8.43			2,800	\$ 23,604.00	2,700.00	\$ 22,761.00
102		MOBILIZATION FOR STABILIZATION	LS	\$ 3,300.00			1	\$ 3,300.00	100%	\$ 3,300.00
103		STABILIZE WITH CEMENT (5.0% TO 5.5%) CHANGE	SYD	\$ 0.29			2,285	\$ 662.65	2,117.00	\$ 613.93
104		STABILIZE WITH CEMENT (5.0% TO 11.0%) CHANGE	SYD	\$ 6.81			515	\$ 3,507.15	583.00	\$ 3,970.23
Total Contract						\$ 308,071.25		\$ 339,145.05		\$ 339,021.74

Prepared by: AECOM



Project Engineer

7/16/2020

Date

City of Oelwein

City Administrator

Date

Total Earned to Date	\$ 339,021.74
Stored Materials	\$ -
Subtotal	\$ 339,021.74
Less Retainage (5%)	\$ 16,951.09
Subtotal	\$ 322,070.65
Less Previous Payments	\$ 305,216.36

Total Amount Due This Estimate \$ 16,854.29

Percent Complete 100.0%



To: Mayor and City Council

From: Dylan Mulfinger

Subject: 42 Well Late Fees

Date: 12/14/2020

The City is in a position where negotiations must start to close out the 42 well project.

Start Date: August 2017

Cost: \$1,215,000

Fund: SRF loan repaid by water utility

Contractor: Portzen Construction Inc

Why was this project needed: The 42 well had run its useful life on the former setup. The well was drilled and re-cased.

After some back and forth with Fox, the following information was provided by Vic Kane our Utility Superintendent and Fox Engineering.

Dylan,

I asked FOX the following to help educate new council persons on the process involved with late days. "LDs". Their vast experience in this area will supplement what we have learned in this area.

Why would I "not" want to collect \$330,000 in late fees?

1. To collect the \$330,000 the City would have to file a lawsuit (really arbitration) as the remaining amount exceeds the retainage (\$60,000-\$70,000 at this time). That is what we basically did w/ Summers, kept the retainage, even though the LDs added up to a higher \$.

2. My understanding is that there is very little actual case law on LDs (Iowa or nationally), so any lawsuit is a bit unknown. What little there is has generally indicated that the amount of LDs (e.g. \$/day) needs to be reasonable and justified. Seems what we have is OK. The hard part is when a project is almost done, even at a low \$/day, it adds up when it drags out. Whether a judge/arbitrator would agree that the added up \$330,000 is still reasonable...hard to say. My gut tells me "no".

Why even have late days in the contract if you do not use it?

1. When a project drags on, but almost done, it's not uncommon for LDs to exceed retainage. As up to that point, one has to pay for the work completed if not late yet.

2. If not in the contract, the burden of proof is on the city. The way it's done, the burden of proof is really on the Contractor to be less than the LDs. So that is the "why".

What is an appropriate amount and why?

1. Appropriate amount? Yes, those are the kinds of things, as you mention. They don't have/need to all hard \$ items either. There is definitely value in just having projects done as scheduled. Staff time is the hardest usually to document as it's not like most cities have staff



actually document what they did each day and assign it to specific tasks/projects. Overtime might be easy, but just the day-to-day of a project still going on takes time.

2. There is a "moral hazard" on a City being too harsh on contractors. Future pricing/bids. That isn't to say that a city should never consider holding a contractor responsible for being late and paying something. The City of Ames has a reputation of being a stickler and is likely feeling that on bids, but hard to put a number to that. On the new water plant, they kept \$500,000 (on a \$55 million project). Marshalltown has generally preferred not to enforce unless things get a little out of hand on lateness. So, on several projects that were a few months late, no fuss. Story Construction was quite late wrapping up a project and the City did ding them. Originally took a pretty hard line (new City Admin, different council), but did in the end negotiate something. Story wasn't happy and hasn't bid Marshalltown projects since in the last 5ish years (and over the last 30 years, had been low price on most projects at the wastewater plant). I don't think Marshalltown was wrong, Story really did drag it on way too long.

3. My experience, and from hearing from others at FOX with their projects/clients, is if you start too high, you spend a lot of time (and money), and then end up right back to what we've been discussing.

The amount we request should cover outstanding bills and recover some of the incidental costs the city incurred over this time. We could start at \$50,000

Thank you for your time.

Victor Kane

It is my professional opinion that the City Council should motion to begin negotiations with Portzen Construction Inc. The City should start their request at \$50,000 and allow the City Administrator to negotiate. It is the city's overall goal to ensure that the City reclaim any lost revenue due to the project not finishing on time.



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Airport (OLZ) Sealing

Date: 12/14/2020

The City of Oelwein received \$30,000 in Cares Act money to use as reimbursements for projects or expenditures at the airport. The City has an opportunity to complete two projects in the CIP with the funds and have zero cost the city. Pavement at the airport is in need or sealing for maintenance. With council approving this motion, the City Administrator will start the process.

Project	Federal Share	City Share	Cares Act Funding	Project Remarks
Seal Apron Pavement Surface/Pavement Joints	\$85,000		\$9,444	Joint fill and crack repair (4700 sq yds PCI ~74).
Seal Taxiway Pavement Surface/Pavement Joints	\$65,000		\$7,222	Joint fill and crack repair connector (900x35 PCI ~90).

Any remaining funds will be used to reimburse for any other eligible items purchased for the airport. The City hopes to complete this project before the end of the fiscal year.

Estimated Available Entitlement Summary				
2018 ¹	2019	2020	2021 ²	Total
\$150,000	\$150,000	\$150,000	\$150,000	\$600,000

You have funds that expire on September 30, 2021

¹ FFY 2018 Entitlement will expire in FFY 2021

² FFY 2021 Nonprimary Entitlement unknown pending legislation - \$150,000 is assumed for planning

City	Site	LOC	Project Description	Runway	Planned FFY	Federal Share for Project Phase (Typically 90% of Eligible Cost)	Estimated Total Project Cost	NPR	Project Phase	Project Remarks	Details
Oelwein	Oelwein Municipal	OLZ	Seal Runway Pavement Surface/Pavement Joints	13/31	2021	\$ 180,000	\$ 200,000	79		Joint fill and crack repair (4000x75 PCI ~90).	Design and construction
Oelwein	Oelwein Municipal	OLZ	Reconstruct or Replace Airport Lighting Vault		2022	\$ 150,000	\$ 166,667	77		Electrical vault and distribution system replacement	Design and construction
Oelwein	Oelwein Municipal	OLZ	Seal Apron Pavement Surface/Pavement Joints		2023	\$ 85,000	\$ 94,444	67		Joint fill and crack repair (4700 sq yds PCI ~74).	Design and construction
Oelwein	Oelwein Municipal	OLZ	Seal Taxiway Pavement Surface/Pavement Joints		2023	\$ 65,000	\$ 72,222	74		Joint fill and crack repair connector (900x35 PCI ~90).	Design and construction

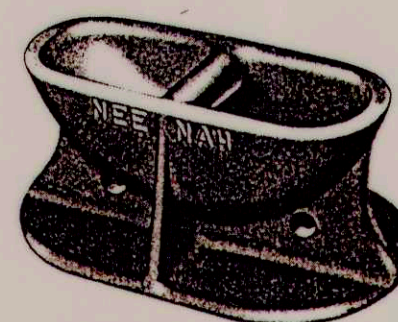
Future Projects

Acquire Snow Removal Equipment		O	\$ 211,500	\$ 235,000	75	Typically limited to one carrier vehicle + blade/broom per FAA Order 5100.38D Table M-1 d.(2).
Extend Runway	13/31	O	\$ 2,637,000	\$ 2,930,000	73	Extend 31 end 1000x75 to ultimate 5000x75 (C-II).
Install Runway Vertical/Visual Guidance System	13/31	O	\$ 135,000	\$ 150,000	73	Install PAPIs and replace REILs.
Construct Taxiway		O	\$ 1,350,000	\$ 1,500,000	69	Construct partial parallel taxiway to the Runway 31 threshold (3400x35 ADG-II TDG-2).
Improve/Modify/Rehabilitate Terminal Building		O	\$ 135,000	\$ 150,000	40	GA terminal/pilots lounge. Per FAA Order 5100.38D Appendix N AIP participation in terminal facilities at GA airports is limited to available entitlements only. The sponsor must make adequate provisions for financing higher priority airfield projects that are currently required before this work.
Construct/Modify/Improve/Rehab ilitate Hangar		O	\$ 640,800	\$ 712,000	24	6 bay t-hangar. Per FAA Order 5100.38D Table O-3 f. hangar projects may be eligible at nonprimary airports using entitlements. The sponsor must make adequate provisions for financing higher priority airfield projects that are currently required before this revenue-producing work.

Airport Mooring Eyes

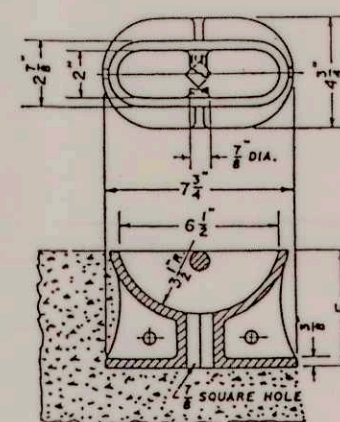
Mooring Eye is placed on subgrade and filled with sand to exclude concrete during the pouring and finishing operation. Sand is easily washed out when paving is completed. Opening at bottom of Eye is socket for wood or metal stake to bring Eye to grade. Square socket design prevents displacement while concrete is being poured and, if required, the hole provides drainage to the subgrade after Eye is in place. Alternative method of setting is to push the Eye in position in the wet concrete. Both methods are approved.

When used with bituminous slab, the Eyes should be set in concrete base before paving. Design permits in-flowing of concrete, and wide base insures proper anchorage. Ribs have 1/2-inch holes for reinforcing rods, if needed.



Catalog No.	"F"	Wt. lbs
R-3490	3 1/2"	7
R-3490-A	6 "	13

Also available in Ductile Iron.



ANTENNA POLE

TERMINAL

FUEL TANK FILL HOLE

FUEL TANK VENT STACK

DOUBLE FUEL PUMP

HEADER

HANGAR

SAW CUT PAVEMENT AND MEET EXISTING ELEVATION

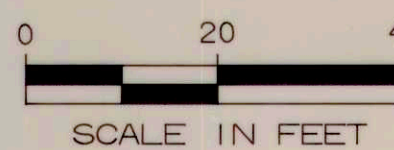
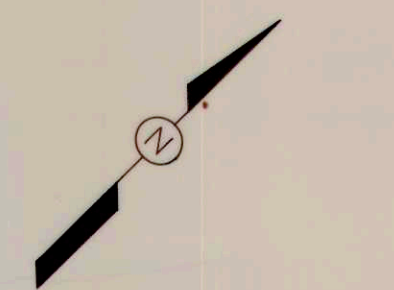
HANGAR

REVOLVING WIND CONE

ELECT.

NOTE: IRREGULAR SHAPED AREAS TO BE REINFORCED WITH W4 x W4 WELDED WIRE FABRIC 12" EACH WAY OR EQUIVALENT AREA OF STEEL. (TYP.) (REINFORCING INCIDENTAL TO PORTLAND CEMENT CONCRETE PAVEMENT)

WIND SOCK



Scale	Date	Designer	Drafter	Checker	Approver	No.	Revisions	By	Date

Donohue
ENGINEERS
ARCHITECTS
SCIENTISTS

**RUNWAY 13-31 REHABILITATION
OELWEIN MUNICIPAL AIRPORT
I.D.O.T. PROJECT NO. 17-0067-0005**
TERMINAL APRON PAVEMENT JOINT LAYOUT

Sheet No.	19 of 24
Off. Loc.	File No.
Project No.	50589.000
Drawing No.	



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Lake Oelwein Memo

Date: 12/14/2020

Doug Bryan is requesting that the city lower the lake level this winter so that he can remove material near his property. Lake Oelwein is shallow, and Bryan would remove material on his property and assist the city is material removal if needed. The City would then bring the water level back up once work is complete by spring of 2021. Doug has all the needed permits from the Iowa DNR. The City, upon council approval, would make a formal request with the Iowa DNR and Army Corps of Engineers to temporarily lower the lake level.

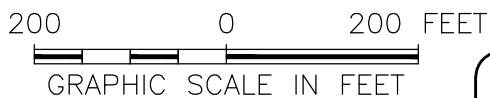
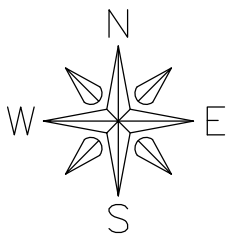
Iowa DNR Approved Plans 2020-0928FP-01



TEMPORARY BERM W/2-24" DIA CULVERTS

TEMPORARY CHANNEL OPENING, 40'

SEDIMENT TO BE REMOVED

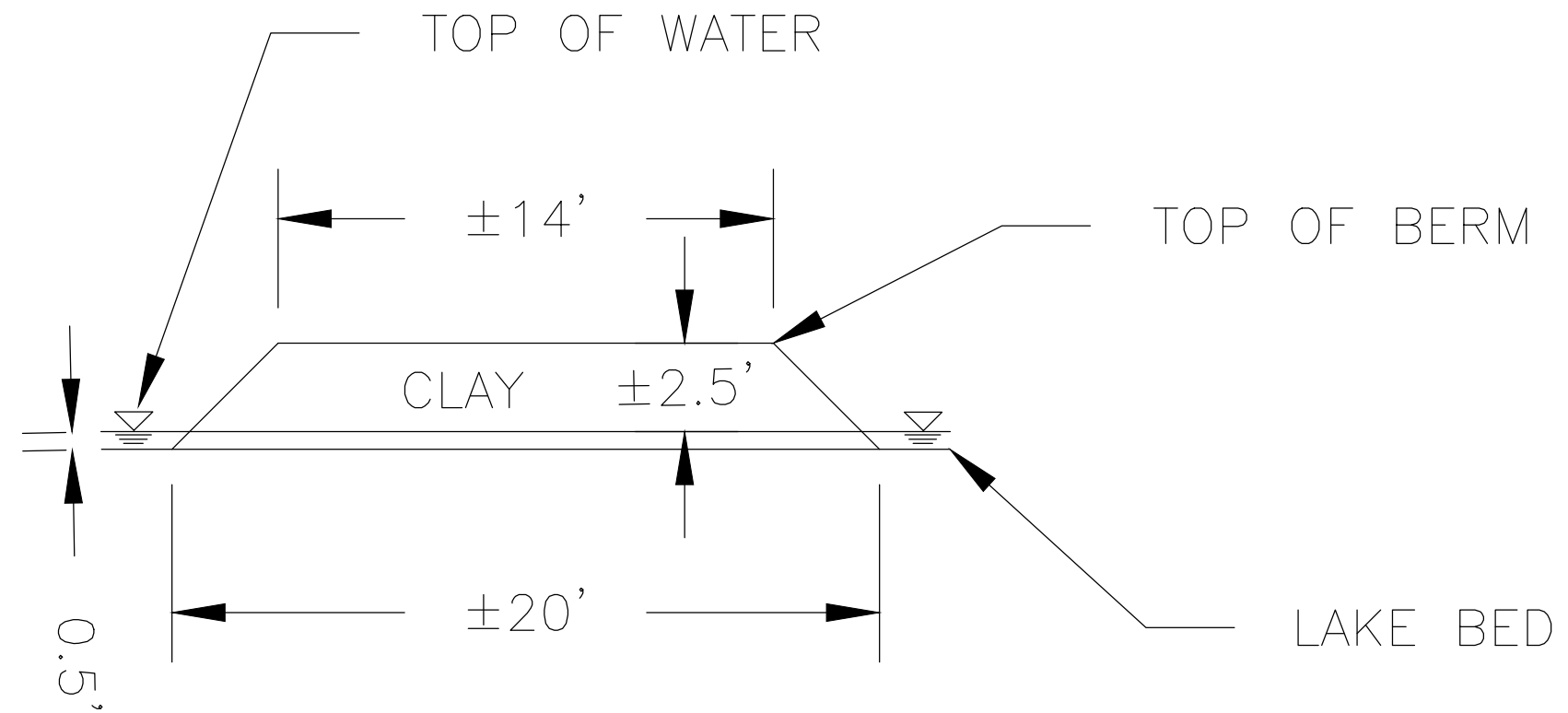


LAKE OELWEIN SEDIMENT REMOVAL PN 2020-0238

May 19, 2020

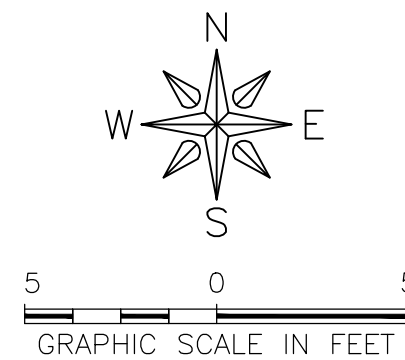
FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

ILLINOIS
IOWA
WISCONSIN



TEMPORARY BERM IS 100'± IN LENGTH AND WILL HAVE 2- 24"Ø,
CULVERTS FOR WATER LEVEL EQUALIZATION

LAKE OELWEIN TEMPORARY BERM
PERMIT NUMBER 2019-185



05/13/20

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

ILLINOIS
IOWA
WISCONSIN



11/12/2020

DOUG BRYAN
C/O JON BIEDERMAN
FEHR GRAHAM
128 S VINE ST
WEST UNION, IA 52175

Project Description: Other Structures, Obstructions, Fill, And Spoil, Deposits: The proposed project is to dredge the lake. It includes building a temporary containment/access berm to allow for equipment to access the heavy sediment area. The area of berm construction has a normal water depth of around 6". The berm will be approx. 2'-2.5' in height (from lake bottom) and will have an approximate top width of 10'-12' and will be constructed of clay, all of which will be removed upon completion of sediment removal. Two 24" diameter culverts will be placed through the berm to allow for water transfer. (Lake Oelwein)

Project Latitude / Longitude Location(s): Other Structures, Obstructions, Fill, Spoil, Deposits 42.6537/-91.9205; Fayette County

Iowa DNR Project Tracking Number: 2020-0928

Dear Jon Biederman:

The application for an Iowa DNR Flood Plain Development Permit for the above referenced project has been approved. Flood Plain Development Permit Number 2020-0928FP-01 and an approved copy of the Iowa DNR Approved Plans are enclosed. You may download additional copies, or verify the Iowa DNR Flood Plain and Dam Safety Section (Department) official response document(s) for this project at the Iowa DNR Flood Plain PERMT website using the tracking number above. (PERMT Website Address: <https://programs.iowadnr.gov/permt/>)

Please review all permit conditions. If you don't agree with any of the permit conditions, you have 30 days from the date of mailing of the permit to appeal. If you wish to appeal, it is suggested that you contact David Scott at 319-653-2135, Iowa DNR Legal Services Bureau, within 15 days to determine the correct procedure and format. Also, you should be aware of the fact that any person can appeal the issuance of this permit within the same 30 day period.

Within 30 days of the completion of construction, proper completion of construction notice shall be provided to the Department. Notice may be provided through the Department PERMT website <https://programs.iowadnr.gov/permt/>, or by certified mail. Certified mail requirements are provided in permit document post construction condition section.

The project may require a local flood plain development permit(s) from Fayette County. If you have not yet done so, please contact the following local Flood Plain Manager(s) for assistance in applying for the local flood plain permit(s):

- Fayette County: Catherine Miller, Fayette County, Fayette County Courthouse, PO Box 269, West Union, IA, 52175-0269, cmiller@co.fayette.ia.us, 563-422-3767

No land or water, under the jurisdiction of the State of Iowa, is involved in the project area; therefore, a Sovereign Lands Construction Permit pursuant to Chapter 461A of the Iowa Code will not be required for this project.

Item 12.

The permittee is responsible for complying with all other local, state, and federal statutes, ordinances, rules, and permit requirements applicable to the construction, operation, and maintenance of the approved works. Approval through the Corps of Engineers Section 404 Permit Program may be required for this project. The Corps of Engineers will contact you separately regarding their approval. Questions can be directed to the Corps by phone at 309-794-5376 or by email at iowaregulatory@usace.army.mil.

Please contact me by phone at 515-725-8369 or by email at Asia.Azam@dnr.iowa.gov with any questions.

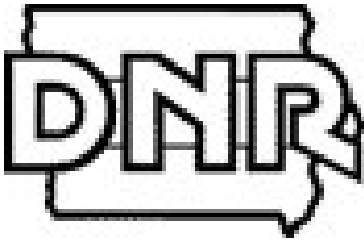
Sincerely,



Asia Azam
Iowa DNR, Flood Plain Management and Dam Safety Section

CC: Doug Bryan; 101 County Line Rd; Oelwein, IA 50662
Fayette County: Catherine Miller, Fayette County, Fayette County Courthouse, PO Box 269, West Union, IA, 52175-0269, cmiller@co.fayette.ia.us

Attachments



Iowa Department of Natural Resources

Flood Plain Development Permit

- I. Permit Number 2020-0928FP-01
- II. Project Latitude / Longitude Other Structures, Obstructions, Fill, Spoil, Deposits 42.6537/-91.9205; Fayette
Location(s) County
- III. Approved Activity Other Structures, Obstructions, Fill, Spoil, Deposits: The proposed project is to dredge the lake. It includes building a temporary containment/access berm to allow for equipment to access the heavy sediment area. The area of berm construction has a normal water depth of around 6". The berm will be approx. 2'-2.5' in height (from lake bottom) and will have an approximate top width of 10'-12' and will be constructed of clay, all of which will be removed upon completion of sediment removal. Two 24" diameter culverts will be placed through the berm to allow for water transfer. (Lake Oelwein)
- IV. Applicant(s) / Permittee(s) DOUG BRYAN
Company(s)
Address(s) 101 COUNTY LINE RD

City State Zip OELWEIN, IA 50662
- V. Authorized Agent JONBIEDERMAN
Company FEHR GRAHAM
Address 128 S VINE ST
City State Zip WEST UNION, IA 52175
- VI. Basis for Issuance The decision to issue this permit was based on a staff review of the project with respect to relevant approval criteria contained in 567 IAC 72 and applicable provisions of Iowa Code Sections 455B.262, .264, .275 and .277.
- VII. General Permit Conditions
- a. Responsibility No legal or financial responsibility arising from the construction or maintenance of the approved works shall attach to the state of Iowa or the agency due to the issuance of a permit, order, or administrative waiver.
- b. Lands The permittee shall be responsible for obtaining such government licenses, permits, and approvals, and lands, easements, and rights-of-way which are required for the construction, operation, and maintenance of the authorized works prior to construction.
- c. Change in plans No material change from the plans and specifications approved by the Department shall be made unless authorized by the Department.
- d. Revocation of order A Department permit may be revoked if construction is not completed within the permit construction period of time specified in the Department permit, or extended by official post permit response letter from this Department.
- e. Appeal of Initial Decision Per 567 IAC 70.5(4), this permit represents the initial decision of the Department. You have 30 days from the date of mailing of the permit to appeal. If you wish to appeal, it is suggested that you contact our Legal Services Section within 15 days to

determine the correct procedure and format. Also, you should be aware of the fact that any person can appeal the issuance of this permit within the same 30 day period.

Item 12.

VIII. Permit Special Construction Conditions

a. Permit Construction Period Covered 11/12/2020 to 11/12/2021

b. Temporary Flood Plain Obstruction Requirement All temporary flood plain obstructions to be used during construction shall comply with all sections of 567 IAC 72.1(6).

c. **Temporary Berm Removal.** The temporary berm will be removed by the end of this permit construction period.

d.

e.

IX. Permit Post Construction Conditions

a. Certification of Completion of Construction Requirement The permittee is required to provide notice to the Iowa DNR that construction of the project authorized by the Iowa Department of Natural Resources was completed in accordance with Iowa DNR Approved Plans and specifications.

1. This notice may be provided on the Iowa DNR PERMT Website
Iowa DNR PERMT Website (use Permit Number)
<https://programs.iowadnr.gov/permt/>

2. If computer access is unavailable, the permittee shall submit a signed certification of project construction completion. The certification(s) shall be submitted to:

FLOOD PLAIN PERMITS
IOWA DNR
502 E 9TH ST
DES MOINES IA 50319

b. General Maintenance and Storm Damage Restoration Requirement The permittee, and any successor, in interest to the real estate on which the permitted project or activity is located shall be responsible for proper maintenance of the project until this permit is revoked, or replaced with a new permit. The required maintenance shall include, but is not limited to, the restoration of the project back to the permit condition shown on the enclosed Iowa DNR Approved Plan document.

c.

d.

e.

X. Permit Issued By:

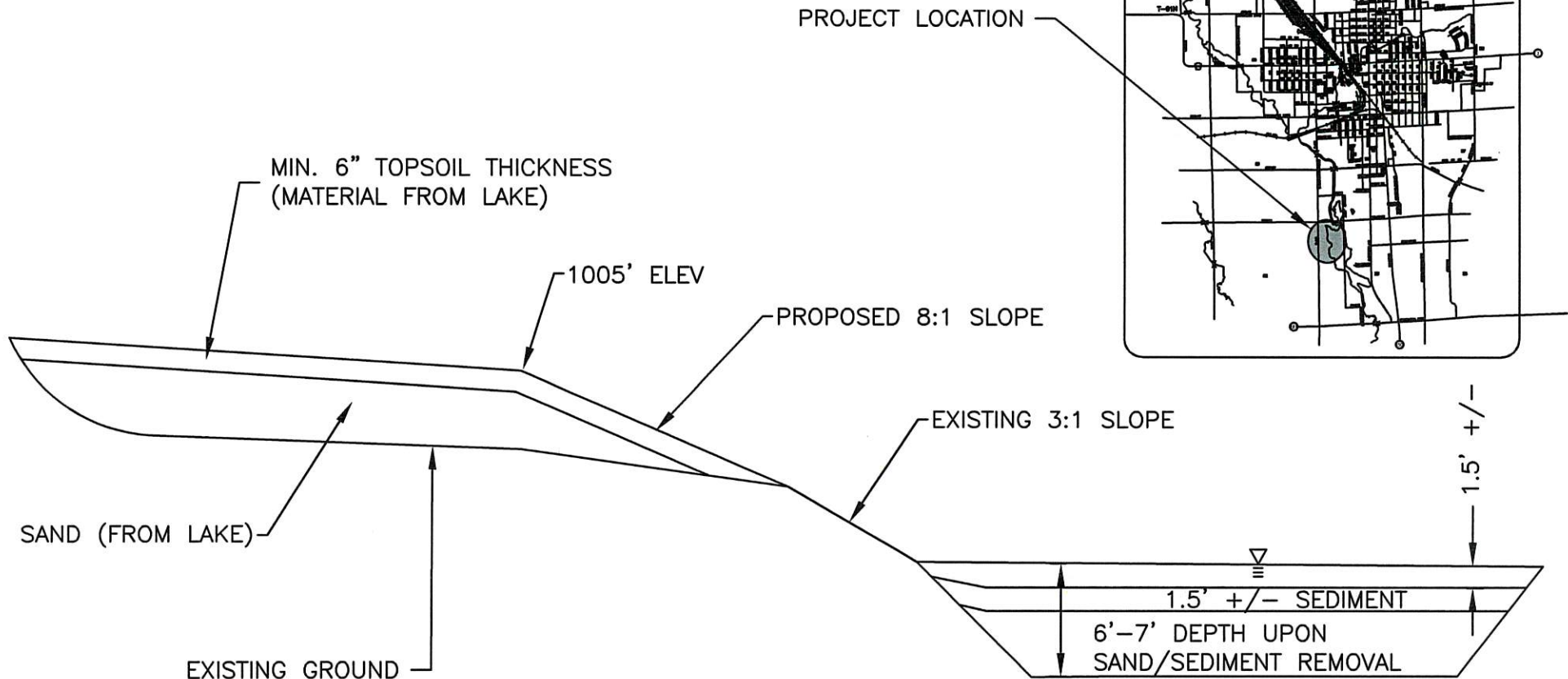


Asia Azam; Iowa DNR, Flood Plain Management and Dam Safety Section
Date: 10/23/2020

VICINITY MAP

City of Oelwein, Fayette County
Not to Scale

Item 12.





10/15/2019

DOUG BRYAN
C/O JON BIEDERMAN
FEHR GRAHAM
128 S VINE ST
WEST UNION IA 52175

Project Description: Removal of sediment from lake bed to a depth of 6-7' and placement of material on the west bank for a Campground (Lake Oelwein)

Project Location(s): County: Fayette, QTR-QTR: NW, Quarter: NW, Section: 33, Township: T91N, Range: R09W, Iowa

Iowa DNR Work Record Number: 87816

Dear Jon Biederman:

The application for a Flood Plain Development Permit for the above referenced project has been approved. Flood Plain Development Permit Number(s) FP2019-185 and an approved copy of the plan drawings are enclosed.

Please review all permit conditions. If you don't agree with any of the permit conditions, you have 30 days from the date of mailing of the permit to appeal. If you wish to appeal, it is suggested that you contact Carrie Schoenebaum at 515-725-8244, Iowa DNR Legal Services Bureau, within 15 days to determine the correct procedure and format. Also, you should be aware of the fact that any person can appeal the issuance of this permit within the same 30 day period.

Enclosed is a DNR Form 37, Notification of Completion of Construction. The Form 37 must be completed and returned within 30 days of the completion of construction.

The project also requires a local flood plain development permit from Fayette County, Fayette County. If you have not yet done so, please contact the following local Flood Plain Manager(s) for assistance in applying for the local flood plain permit(s):

- Fayette County: Catherine Miller, Fayette County Courthouse / PO Box 269, West Union, IA 52175-0269, cmiller@co.fayette.ia.us, (563) 422-3767

No land or water, under the jurisdiction of the State of Iowa, is involved in the project area; therefore, a Sovereign Lands Construction Permit pursuant to Chapter 461A of the Iowa Code will not be required for this project.

The applicant is responsible for complying with all other local, state, and federal statutes, ordinances, rules, and permit requirements applicable to the construction, operation, and maintenance of the approved works. Approval through the Corps of Engineers Section 404 Permit Program may be required for this project.

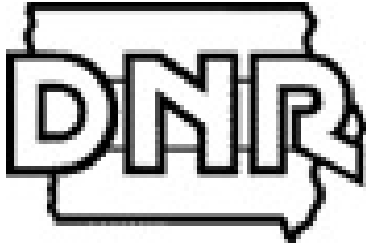
If you have any questions, please contact me at 515-725-8369 or by email at asia.azam@dnr.iowa.gov

Sincerely,



Asia Azam
Flood Plain Management and Dam Safety Section

CC: Doug Bryan; 101 County Line Rd E; Oelwein, IA 50662
Catherine Miller; Fayette County Courthouse / PO Box 269; West Union, IA 52175-0269



Iowa Department of Natural Resources

Flood Plain Development Permit

- | | | |
|------|---|---|
| I. | Permit Number | FP2019-185 |
| II. | Project Location(s) | County: Fayette, QTR-QTR: NW, Quarter: NW, Section: 33, Township: T91N, Range: R09W, Iowa |
| III. | Approved Activity | Removal of sediment from lake bed to a depth of 6-7' and placement of material on the west bank for a Campground (Lake Oelwein) |
| IV. | Applicant Company Address City State Zip | DOUG BRYAN
101 COUNTY LINE RD E
OELWEIN IA 50662 |
| V. | Authorized Agent Company Address City State Zip | JON BIEDERMAN
FEHR GRAHAM
128 S VINE ST
WEST UNION IA 52175 |
| VI. | Construction Period Covered | 10/2/2019 to 10/2/2020 |
| VII. | Permit Issued By | |

Asia Azam, Iowa Department of Natural Resources

- | | | |
|-------|--------------------|--|
| VIII. | Basis for Issuance | The decision to issue this permit was based on a staff review of the project with respect to relevant approval criteria contained in IAC 567 Chapter 72 and applicable provisions of Iowa Code Sections 455B.262, .264, .275 and .277. |
| IX. | General Conditions | |
| | a. Maintenance | The applicant and any successor in interest to the real estate on which the project or activity is located shall be responsible for proper maintenance. |

- b. Responsibility No legal or financial responsibility arising from the construction or maintenance of the approved works shall attach to the state of Iowa or the agency due to the issuance of an order or administrative waiver.
- c. Lands The applicant shall be responsible for obtaining such government licenses, permits, and approvals, and lands, easements, and rights-of-way which are required for the construction, operation, and maintenance of the authorized works.
- d. Change in plans No material change from the plans and specifications approved by the department shall be made unless authorized by the department.
- e. Revocation of order A department order may be revoked if construction is not completed within the period of time specified in the department order.
- X. Special Conditions There is one special condition for this project.
 - a. **Minimum Protection Level for the Campground.** The campground should be developed such that there will be no permanent structures and the electrical hook ups will be above the minimum protection level of 1005' NAVD88. A separate permit will be required for the development of any permanent structures.
 - b.
 - c.
 - d.
 - e.

Per IAC 567 Chapter 70.5(4), this permit represents the initial decision of the Department. You have 30 days from the date of mailing of the permit to appeal. If you wish to appeal, it is suggested that you contact our Legal Services Section within 15 days to determine the correct procedure and format. Also, you should be aware of the fact that any person can appeal the issuance of this permit within the same 30 day period.

Iowa DNR Work Record Number: 87816

IOWA DEPARTMENT OF NATURAL RESOURCES
CERTIFICATION OF COMPLETION OF CONSTRUCTION

Notice is hereby given that construction of the project authorized
by the Department of Natural Resources was completed in
accordance with approved plans and specifications.

PERMIT NUMBER(S)
FP2019-185

WR#:
87816

ISSUED TO
DOUG BRYAN

DATE OF PROJECT
COMPLETION

SIGNATURE OF APPLICANT OR AUTHORIZED AGENT

02/2009 cmc

FP Form 37

DNR Form 542-3018

Please mail form back to:

FLOOD PLAIN PERMITS

IOWA DNR
502 E 9TH ST
DES MOINES IA 50319

**PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS****Park and Recreation****www.oelwein.fun****FROM :** Joshua Johnson MA**DATE:** 12-11-2020**TO:** City Administrator Dylan Mulfinger – Mayor Brett Devore – Oelwein City Council**SUBJECT:** Red Gate Park Improvements

On March 28, 2020 an EF-1 tornado torn through Red Gate Park and Woodlawn Cemetery destroying trees, playground equipment, main shelter and tipping over several headstones. The City would like to approve the low bidder for each segment of this project in the amount of \$68,135.49. The project includes building a new shelter over the existing slab, with modern bathroom under the same roof with holding tank, sidewalks and new electrical service.

This department was awarded a grant from the RJ. McElroy Trust in the amount of \$8,818.00 this summer. This money was used to replace the stainless steel free standing slide and the childrens double swing set that arrived last week that were damaged in the storm. The remaining funds will be divided between Woodlawn Cemetery and Red Gate Park for road improvements.

Insurance Money \$105,661.53

Woodlawn Cemetery

Brannon setting stone \$7,050

Tree & Stump Grinding

T&W Grinding \$6,500

Available Funds \$92,111.53

Playground Equipment

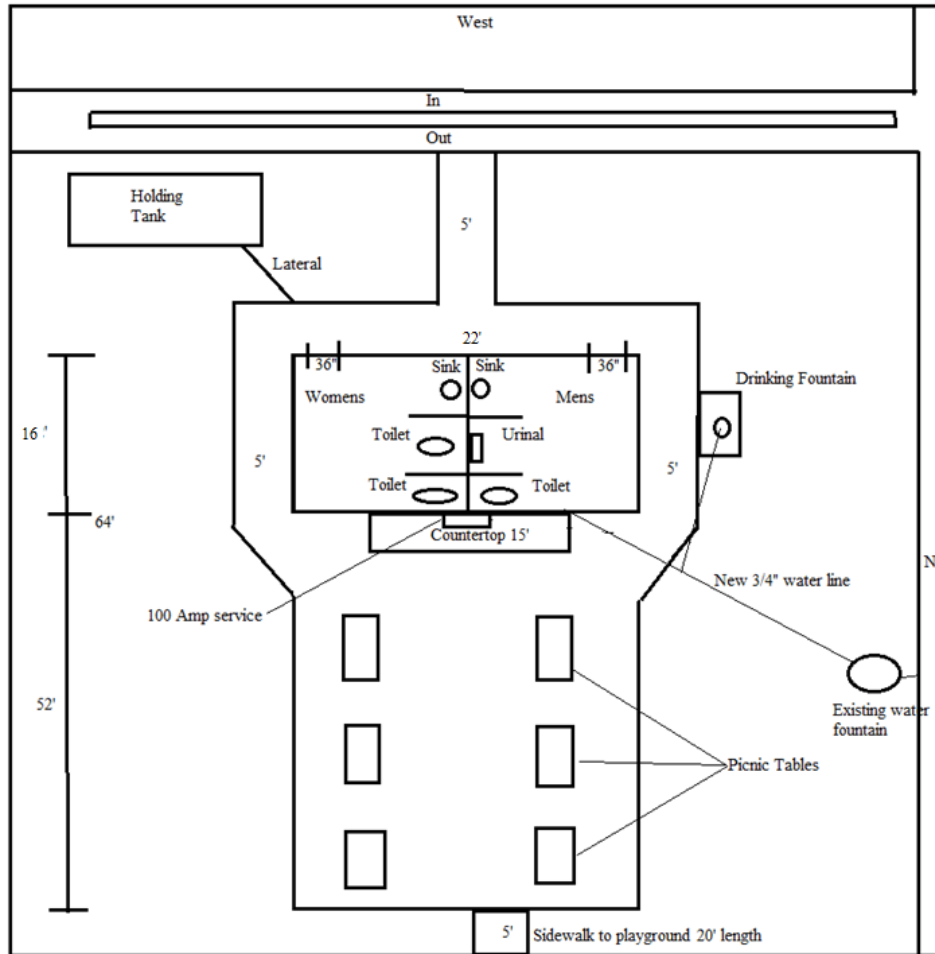
RJ McElroy \$8,818.00
Equip. Fund \$1,401.36
 \$10,318.00

PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

RED GATE PARK SHELTER / BATHROOM



Tree/Stump Grinding



Monument setting



Thank you for your time and consideration.

Joshua Johnson MA
Oelwein Park Superintendent

Proposal

KS Construction

109 11th Ave NW
Oelwein, IA 50662
319-283-2892

Date: 09/28/2020
Proposal 10142

Bill To:

City of Oelwein
20 2nd Ave SW
Oelwein, IA 50662

Ship To:

20 2nd Ave SW
Oelwein, IA 50662

Qty	Description	Unit Price	Total
1	Rebuild shelter at Redgate park to fit existing cement pad		
1	Material to build 22x52 shelter & roof over bathrooms 22x16 [Includes 2 steel doors with steel frame]	\$16,808.61	\$16,808.61
1	Includes poles, trusses, Rib steel, sheeting, synthetic paper, Lvl engineered lumber, bracing, & fasteners		
1	Labor to install above material	\$11,550.00	\$11,550.00
1	Finished ceiling [rib steel] labor & material	\$3,624.44	\$3,624.44
1	Does not include electrical , plumbing, concrete, or block wall		

Total \$31,983.05

Date of Acceptance _____

Customer Signature _____

Contractor Signature _____

Thank you for your business.



Miller's Construction Inc

1874 105th St
Hazleton, IA 50641

Phone # 3192831224 E-mail Jmci5@yahoo.com
Web Site www.millersconstructioninc.com



Estimate

Item 13.

Date	Estimate #
12/10/2020	2798

Name / Address
City of Oelwein 20 2nd Ave SW Oelwein, IA 50662

Customer Phone:

Project
RED GATE BAT...

BATH & sidewalk

Item	Description
Concrete Labor	THIS ESTIMATE IS BASED OF INFO RECEIVED FROM JOSH JOHNSON FOR A 16X22 RESTROOM AND 104 LIN FT OF SIDEWALK SET FORMS FOR A 16X22 PLACE 4" OF 3/4" CRUSHED ROCK FOR SUBBASE POUR 4" CONCRETE FLOOR WITH RAT FOOTING AROUND PERIMETER WITH 4000 PSI CONCRETE WITH A POWER TROWEL FINISH. PLACE SAW CUTS TO HELP WITH STRESS CRACKS PLACE 8' WALL FORMS FOR WALLS BLOCK OUT FOR 2-36" STEEL FRAME DOORS. VERTICAL REBAR WILL BE 3' O.C. HORIZONTAL REBAR WILL BE 2' O.C. POUR WITH 4000 PSI CONCRETE. SET 1/2"X8" GAL ANCHOR BOLTS 4' O.C SIDEWALKS WILL BE 5' WIDE WITH 4" OF 3/4" CRUSHED ROCK FOR SUBBASE. WITH 2-1/2" REBAR RUNNING CONTINUOUSLY WITH BEING TIED WITH A 2' OVERLAP POUR SIDEWALK 4" OF 4000 PSI CONCRETE WITH A BROOM FINISH PLACE SAW CUTS TO HELP WITH STRESS CRACKS Incl. all materials needed to complete above work description.
Concrete Materials Pump Truck Concrete Delivery	Concrete THIS ESTIMATE DOES NOT INCLUDE ANY ELECTRICAL OR PLUMBING MATERIALS

We will provide material, labor, permit & waste disposal. This estimate expires in 30 days. To accept this estimate, please sign & return this Contract Agreement form.
PAYMENT POLICY:
Half down required 2 weeks before start of project. Remainder due at job completion.
Material prices subject to change without notice. All employees covered by worker's comp, unemployment & medicare. Registered, bonded & insured. Please feel free to call us with any questions! THANK YOU!

CONTRACT & AGREEMENT: I-we, the owner(s) of the premises mentioned above hereby contract with and authorize you as a contractor, to furnish all necessary materials, labor and workmanship, to install, construct and place the improvement according to the specifications described, terms and conditions, on premises described above.

Verbal agreements or other arrangements not appearing upon the face of this contract will not be recognized. Any variances or deletion of the printed terms hereof are invalid. All agreements contingent upon strikes, weather, or other conditions beyond the control of the contractor. This agreement not subject to cancellation by either party after acceptance by Miller's Construction, Inc.

Signed (owner) _____ Date _____

Miller's Construction Inc. Rep. _____ Date _____

Subtotal	\$15,520.44
Sales Tax (0.0%)	\$0.00
Total	\$15,520.44

Date	October	Item 13.
Proposal #	204239-01	
Customer ID	103253	

KEN'S ELECTRIC INC.

841 1st Ave SE
Oelwein, IA 50662
319-283-4221

RED GATE SHELTER ELECTRICAL

Billing Information

City of Oelwein
20 2ND AVE SW
Oelwein IA 50662
319-283-5440

Service at

City of Oelwein
20 2ND AVE SW
Oelwein IA 50662
319-283-5440

303775

SHELTER ELECTRICAL WIRING

INSTALL SERVICE WITH PANEL 100 AMP	✓
2 TRIPLEX	✓
INSTALL GFI OUTLET HOME RUN	✓
INSTALL LIGHTING HOME RUN	✓
INSTALL LIGHTING BRANCH CIRCUIT	✓
RECESSED CAN 6	✓
CAN TRIM LED 600 LUMEN	✓
INCLUDED IN THIS OPTION WILL BE THE INSTALLATION OF A 100 AMP OVER HEAD ELECTRICAL SERVICE WITH A SQUARE D BREAKER PANEL AND (10) 20 AMP SQUARE D BREAKERS. WE WILL RUN NEW TRIPLEX FROM THE CURRENT ELECTRICAL POLE TO THE NEW SERVICE MAST (APPROX. 70 FT). WE WILL INSTALL 8 GFCI WEATHER PROOF OUTLETS EQUALLY SPACED ABOVE THE COUNTERTOP. WE WILL INSTALL (9) RECESSED LED CANS FOR THE SHELTER AREA, AND (4) RECESSED LED CANS FOR ABOVE THE COUNTER TOP. THE LIGHT SWITCH WILL BE INSTALLED NEXT TO THE BREAKER PANEL.	✓
SubTotal	6,396.44
Tax	53.56
Grand Total	\$ 6,450.00

TERMS

50% UPON ACCEPTANCE OF THIS PROPOSAL, 50% UPON COMPLETION OF THE PROJECT. THIS PROPOSAL IS VALID FOR 30 DAYS.

Accepted Option: _____

Acceptance (Customer) _____ Date _____

Approval (Company) _____ Date _____

Chad's Plumbing

7408 N. Canfield Rd.
Dunkerton, IA 50626
(319) 822-3131

Estimate

Estimate Date:

11/9/2020

Oelwein Parks
Red Gate Park Bathhouse

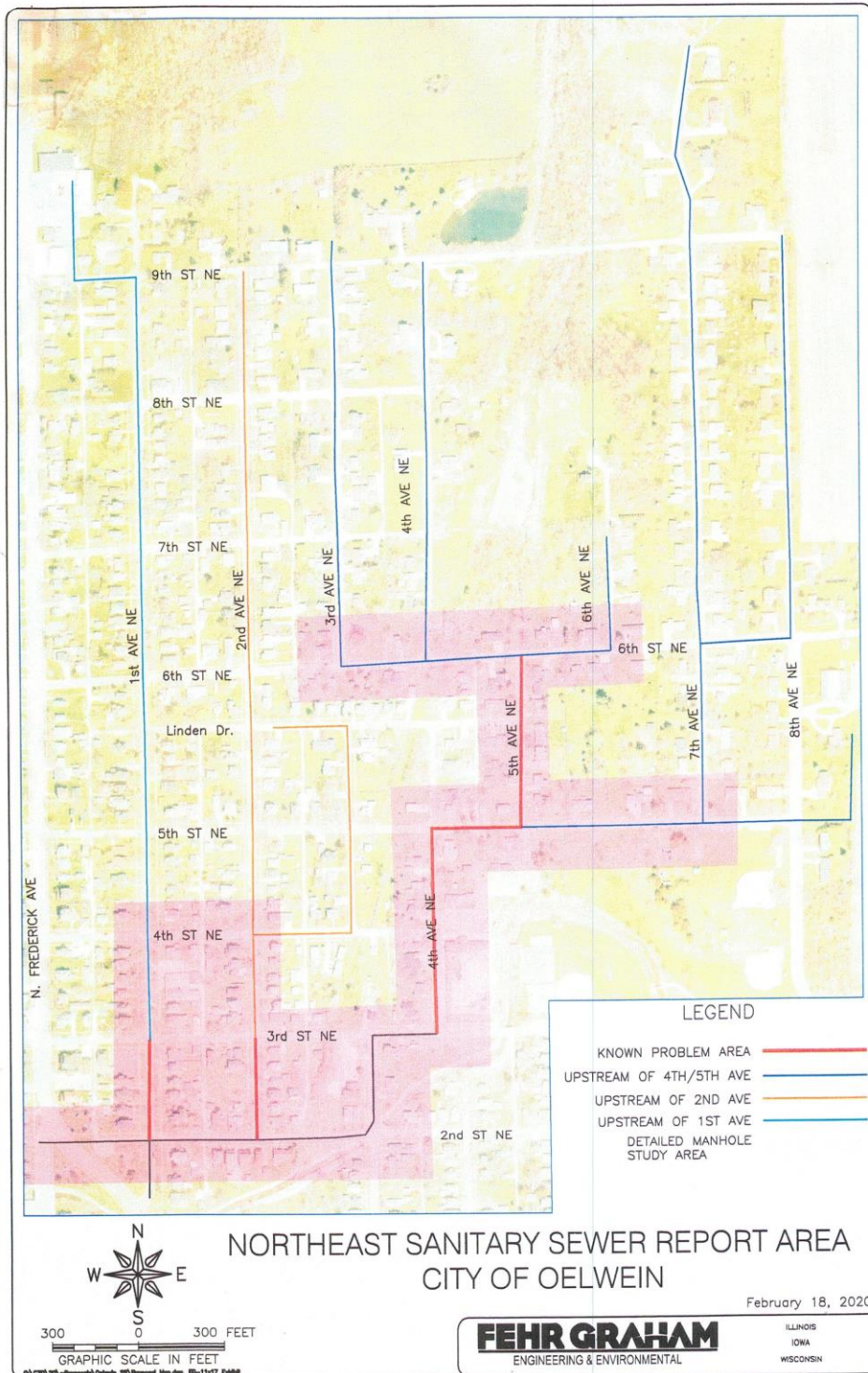
Estimate for Bathhouse:

Estimate includes plumbing for woman side with one ADA Toilet, one standard toilet, one wall hung lavatory, one mirror, two toilet paper dispensers and three grab bars for ADA stall, men's side will have one ADA toilet, one floor mounted urinal, one wall hung lavatory, one mirror, one toilet paper dispenser and three grab bars for ADA stall. All water lines will be ran in copper and will be installed inside block walls (as long as masonry is in a agreement). All drain and vent lines will be ran in PVC. There will be one silcock on outside of building. There will be a 2000 gallon concrete holding tank installed and will run water from existing drinking fountain to bath house and to new location of drinking fountain. Estimate also includes installation of drinking fountain provided by others. No concrete for drinking fountain to set on is figured into estimate.

Fixture List:

2 Kohler 96057 ADA Bowl
1 Kohler 96053 Standard Bowl
1 Kohler 4920 Floor Mount Urinal
4 Sloan Flush Valves
2 Kohler 1999 Wall Hung Single Whole Lavatory
2 Delta 87T105 Lavatory Faucet
2 Bobrick 1556 24x36" Mirror
3 Bobrick 4288 Toilet Paper Dispenser
2 42" Stainless Grab Bars
2 36" Stainless Grab Bars
2 18" Stainless Grab Bars
1 Woodford 67 Silcock
1 2000 Gallon Concrete Tank W/ Ductile Iron Manhole Cover

Total Price: \$ 14,182.00





Memo

To: Honorable Mayor & City Council,

From: Utility Superintendent Victor Kane

CC: City Administrator Dylan Mulfinger

Reference: 4th Ave NE Sanitary Sewer Task Order (Revision a)

Date: 12/11/2020

Greetings,

I am supplying information to questions that I did not have for the last meeting. I will start with some history for those new to this situation. The flow issues occur during heavy rain fall events, and the sewer mains involved are:

1st Ave NE from basically 2nd Street to 5th Street NE. / 2nd Ave NE from 2nd street to 3rd street NE. / 4th Ave NE from 3rd Street to 5th street NE. / 5th Ave NE from 5th Street to 6th Street NE. / 5th Street NE from 4th Ave to 5th Ave NE. The main area of focus has been 4th & 5th Ave NE.

I supply the following to reiterate the reasoning for my original recommendation. While I elaborate more on some information and address questions from the last meeting.

Why just enlarge the pipe instead of remove the excess water? This is a complex question. Generally, the piping is increased due to structural or sizing issues. The mains can be technically undersized for the number of homes connected to them without backup issues. We already know the line on 5th avenue is bad and needs replaced. The 8-inch main on 4th Ave is being feed by three separate 8-inch mains carrying flow from over 220 plus homes. The fact is the amount of I&I removed is usually a very low percentage. That is why oversizing piping and adding storage is generally a cheaper and quicker resolve to most issues.

Should we increase the scale of the I&I study and remove the excess water? It will delay this project as it adds dozens of block and hundreds of homes. A large scale I&I study is needed at some point just not for this project. The larger I&I study adds time and is complexity with its many layers. Even upon completion it takes years and millions to attempt to correct everything that needs addressed. Just removing sump pumps is a complex issue. Look at the situation on 13th Ave NE and they want to comply. Now multiply it city wide and most not wanting to comply due to cost. Then you have water running onto the roads, neighbor versus neighbor, court action to force compliance. This process needs to be thought through, questions asked and answers in place before it moves forward. Until that time the small-scale areas indicated by the engineering firms will suffice.

How does the software modeling work? One of the reasons I recommended FOX was due to the use of software modeling. This is not available from all engineering firms. The short version of how it works is we provide them overflow levels seen in backup situations. They enter the pipe sizes, slopes etc. They then run the software increasing flow load until they replicate the surcharge situation. This then gives them more accurate information to base pipe sizing or storage needs. This is also a plus when we want to know what adding a development or industry does to the sewer in an area.

From the Desk of
Oelwein Utility Superintendent Victor Kane

Was the other firm given the opportunity to submit a proposal on all tasks? First for those new to this process engineering firms, like other professions, are generally hired for their area of expertise not expense. That is why an “RFQ” Request For Qualifications is allowed in a bid situation for professional services. Versus the required low bid requirements on contractors and what issues that can bring.

Council directed staff, close to two years ago, to proceed with looking into this area and possible funding avenues. FOX Engineering was already engaged by us at that time. They were working on water main project and that funding application. We had them look over the project and they directed us, pro bono, on how to proceed. They recommended to delay the grant application and SRF funding for a year. This was based on history showing chances of a second grant in the same year are highly unlikely. We delayed the process and it was again delayed by the pandemic, thus the February 2020 dates on the proposals.

Two proposal were not requested on this project. It was basically a cost and process check by me. To allow us some insight if the city moves forward with a city wide I&I study. Both firms provided their the I&I study area and what tasks were included. I did contact them to clarify items. I felt further time expense was not needed. It was presented to you to show we had run a check. I then explained that the comparable cost showed to be close. Based on that you can extrapolated that the preliminary design work would do the same.

If we approve the proposal, we are just handing over \$20,000 to an Engineer? Let me first state that I am a professional and have never just hand over any amount of funds without understanding what is occurring. That both firms are professionals and thus have pricing points for their services. The City has a long history of working with these firms. The higher proposal included software modeling cost that I already explained. The largest difference was one included pricing of preliminary design work. A process that we would be doing in any case. I know the proposed amount is comparable to that charged for other preliminary design work. The preliminary design will need completed for the funding applications. That is why it was included. Then the scope of project is decided based on the preliminary design. We then proceed to a design task order based on that information and funding available.

Let me summarize all this. I would stay with the I&I area indicated by the engineering firms. Adding an extended I&I study will just increase the cost by several thousands. It will lengthen out the process and not give you the results that you anticipate. You will get a better product due to the software modeling. The proposal from FOX is within an acceptable range for this process.

Therefore, I still recommend that we hire FOX Engineering for the reasons indicated and as we would have originally. Otherwise, I will send out an updated request as council directs. Which currently is to increase the I&I study area and having preliminary design fees included.

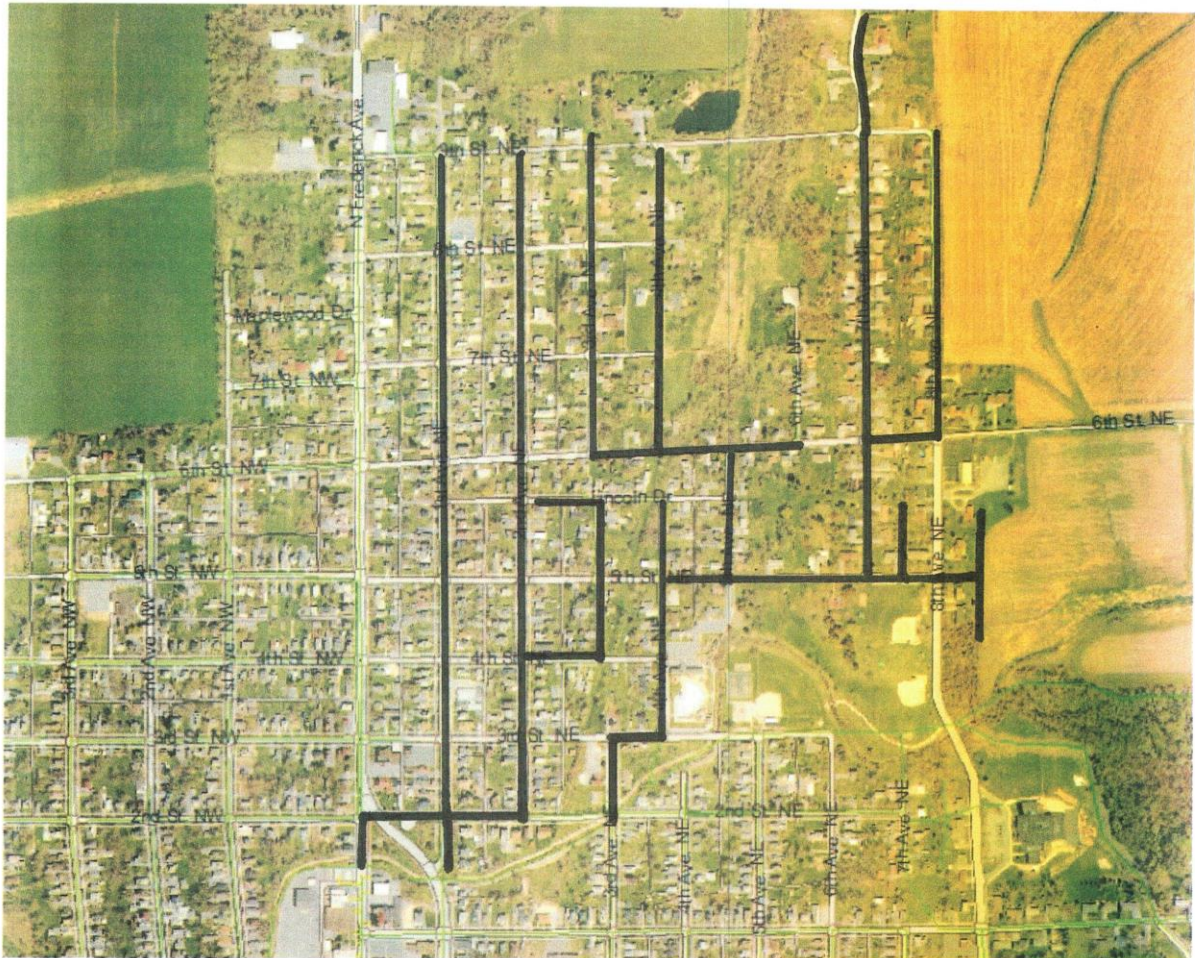
Thank you for your time.
Victor Kane

2
From the Desk of
Oelwein Utility Superintendent Victor Kane

3

From the Desk of
Oelwein Utility Superintendent Victor Kane

Proposed Expanded I & I Area



Library Board Minutes December 8, 2020

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, December 8, 2020 at 5:00 p.m. at the library.

Present: Mars, Gilson, Berryman, Kerns, Payne, and Macken

Absent: Ingersoll

Mars called the meeting to order at 5:02 p.m.

Gilson made a motion to approve the agenda and the minutes. Seconded by Berryman. Motion carried.

Correspondences: A person from out-of-town sent a thank you note for the prompt help she received in obtaining an obituary.

Trustee Training: The board reviewed the standard on access to broadband internet. The library's download and upload speed fall within the acceptable range.

Director's Report:

- Upon evaluation of the usage of books on CD, the library will discontinue purchasing new books on CD since the usage is declining. The current collection will remain on the shelves for check out.
- The library made arrangements with the high school principal for the school to borrow the school yearbooks so that they can be digitized. The library's collection goes back to 1913, but the library has not been able to obtain the yearbooks from 2009 on. The school will give the library issues from 2009 on, if available, and make arrangements to give a copy to the library in the future. The digitized copies will be available through a link on the school's website.
- New activities include an online trivia competition for Oelwein Bucks, and Take & Make holiday ornaments.
- At the upcoming staff meeting, staff will discuss how our library compares to libraries that serve a population with in 10% of our population and with general expenses within 10% of our expenses. We will be looking at staff, hours, programs, and services.
- A librarian is working from home as a precautionary measure after a possible exposure to COVID.
- The director will be taking a week of vacation sometime before the end of December, whenever the grandbaby arrives.

Friend's Report:

- Friends will be meeting online next week.

Bills were reviewed. The maintenance contract with Young's Plumbing and Heating was renewed. Gilson made a motion to approve the bills. Seconded by Berryman. Motion carried.

Library Services and Hours were discussed. The director presented information on positivity rates for the county, library usage numbers, and any staffing concerns. Berryman made a motion to continue with the normal open hours with service restrictions. Seconded by Gilson. Motion carried.

The **Registration Policy** was reviewed. A provision for online registration for accessing e-resources was added. Berryman made a motion to accept the revised policy. Seconded by Kerns. Motion carried.

Berryman made a motion to adjourn at 5:30 p.m. The next meeting will be January 12.

Respectfully submitted,
Susan Macken



Dillon Law PC

209 E 1st Street
Sumner, Iowa 50674

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

CityOelwein

Oelwein City Attorney

INVOICE

Invoice # 7435
Date: 12/01/2020
Due Upon Receipt

Type	Date	Notes	Quantity	Rate	Total
Service	10/29/2020	Flat Rate: Drafting Affidavit concerning Development Agreement with McClain Holdings LLC	1.00	\$50.00	\$50.00
Service	10/29/2020	review Williams Center Contract	0.50	\$133.43	\$66.72
Service	10/30/2020	call to Hope re Pauling 657a	0.10	\$59.60	\$5.96
Service	11/01/2020	review Railroad proposal and edit the same.	0.25	\$133.43	\$33.36
Service	11/02/2020	ct city admin re lien search processes, answer question about legal on quit claim deed for voshell for community development	0.25	\$133.43	\$33.36
Service	11/04/2020	email to Nathan- case reminder, email to mayor, Nathan, and Sam with case spreadsheet, case review	0.20	\$59.60	\$11.92
Service	11/09/2020	packet retrieval	0.30	\$59.60	\$17.88
Service	11/09/2020	file and save return of service- pauling	0.10	\$59.60	\$5.96
Service	11/09/2020	review docs for city council meeting,	0.50	\$133.43	\$66.72
Service	11/09/2020	attendance city council meeting,	1.00	\$133.43	\$133.43
Service	11/12/2020	call from Nick Stewart, research, email to Pat, review email chain	0.30	\$59.60	\$17.88
Service	11/13/2020	Flat Rate: Drafting Quit Claim Deed to Moore	1.00	\$100.00	\$100.00
Service	11/13/2020	Flat Rate: Drafting Quit Claim Deed to Peterson	1.00	\$100.00	\$100.00
Expense	11/16/2020	Reimbursable expenses: Additional Recording fee for	1.00	\$5.00	\$5.00

NEICAC deed					
Service	11/17/2020	call from Jay	0.10	\$59.60	\$5.96
Service	11/17/2020	case review	0.10	\$59.60	\$5.96
Service	11/18/2020	email correspondence re fire houses, beacon search, land record search, order lien search	0.50	\$59.60	\$29.80
Service	11/19/2020	citation review per request0 Moser, email correspondence with Sam	0.20	\$59.60	\$11.92
Service	11/23/2020	packet retrieval	0.30	\$59.60	\$17.88
Service	11/23/2020	schedule meeting with Pat and Community Development, calendar event	0.10	\$59.60	\$5.96
Service	11/23/2020	email to Nathan, Sam, Mayor on cases	0.10	\$59.60	\$5.96
Service	11/23/2020	council meeting	1.50	\$133.43	\$200.15
Service	11/24/2020	Telephone call with Fayette Recorder. Drafting cover sheets for Chad Davis Proof of Publication and Recorder's cover sheet	0.40	\$59.60	\$23.84
				Total	\$955.62

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
7435	12/01/2020	\$955.62	\$0.00	\$955.62
Outstanding Balance				\$955.62
Total Amount Outstanding				\$955.62

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.



Dillon Law PC

209 E 1st Street
Sumner, Iowa 50674

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

INVOICE

Invoice # 7434
Date: 12/01/2020
Due Upon Receipt

City of Oelwein nuisance/abatement work

nuisance/abatement work 657A's

Type	Date	Notes	Quantity	Rate	Total
Expense	10/29/2020	Reimbursable expenses: publication costs with Oelwein Daily Register	1.00	\$67.65	\$67.65
Service	10/29/2020	scan, save file proof of publication, calendar out days for 10 day notice	0.20	\$60.86	\$12.17
Expense	11/03/2020	Reimbursable expenses: recording fee for Voshell Affidavit & Deed	1.00	\$29.00	\$29.00
Service	11/03/2020	mail QCD and Affidavit in Voshell matter, update spreadsheet, email to Pat on Pauling matter, set task in Pauling matter, email to Ted re service in Pauling matter	0.40	\$60.86	\$24.34
Service	11/04/2020	email to carol for check, draft directions for service, westlaw search, resend citation to Linn co for service	0.30	\$60.86	\$18.26
Expense	11/04/2020	Reimbursable expenses: Linn County Sheriff service on Hamilton	1.00	\$60.00	\$60.00
Service	11/05/2020	Karen at Recorder re voshell deed	0.20	\$136.83	\$27.37
Expense	11/05/2020	Reimbursable expenses: Additional recording fee for Voshell	1.00	\$5.00	\$5.00
Expense	11/09/2020	Reimbursable expenses: Service fee on Pauling	1.00	\$35.00	\$35.00
Expense	11/09/2020	Reimbursable expenses: Service fee to Black Hawk County Sheriff for Pauling	1.00	\$80.00	\$80.00
Service	11/09/2020	adjust QCD, email to Carol, email to Pat, letter to Wendy, letter to ylonda, QCD to each	0.50	\$60.86	\$30.43

Service	11/09/2020	Flat Rate: Drafting Quit Claim Deed Wendy Pauling to City	1.00	\$100.00	\$100.00
Service	11/09/2020	Flat Rate: Drafting Quit Claim Deed Bradley Pauling to City	1.00	\$100.00	\$100.00
Service	11/09/2020	draft and file 10 day notice and affidavit of mailing Kapler	0.30	\$60.86	\$18.26
Service	11/09/2020	email to Building guys re Pentecost 657a	0.10	\$60.86	\$6.09
Service	11/10/2020	attention to Pauling quit claim deeds and issues.	0.25	\$136.83	\$34.21
Service	11/10/2020	email correspondence with Building Dept and Pat re Pentecost and Hills	0.20	\$60.86	\$12.17
Service	11/10/2020	email correspondence, draft and file exhibit list, label and file exhibit Hills	0.30	\$60.86	\$18.26
Service	11/10/2020	email to Sam QCD and mail hard copy to city	0.10	\$60.86	\$6.09
Expense	11/12/2020	Reimbursable expenses: Recording fee for NEICAC deed, resolution and publicatoin	1.00	\$66.00	\$66.00
Service	11/16/2020	email to Sam re pentecost house	0.10	\$60.86	\$6.09
Service	11/17/2020	review filing update event and calendar	0.10	\$60.86	\$6.09
Service	11/17/2020	call from Kapler, email to pat	0.20	\$60.86	\$12.17
Service	11/17/2020	correspondence from Jay re Fire houses and statuss	0.25	\$136.83	\$34.21
Service	11/18/2020	email from Pat, draft and file motion to dismiss	0.20	\$60.86	\$12.17
Service	11/20/2020	call to Hope re Pauling 657a- left message	0.10	\$60.86	\$6.09
Service	11/20/2020	draft 3 citations westlaw search, beacon search, iowa land record search, email correspondence	1.00	\$60.86	\$60.86
Service	11/23/2020	call to Prouty/Sam to varify attendance and email to Nathan reminder	0.20	\$60.86	\$12.17
Service	11/28/2020	review email from Sam, email fayette county abstract, beacon search	0.30	\$60.86	\$18.26
Service	11/28/2020	email to Prouty, adjust spreadsheet, review filing	0.20	\$60.86	\$12.17
Service	11/29/2020	review Kapler matter	0.10	\$60.86	\$6.09
Expense	11/30/2020	Reimbursable expenses: Report of Liens on Bolt Properties, LLC	1.00	\$150.00	\$150.00

Total \$1,086.67

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
7434	12/01/2020	\$1,086.67	\$0.00	\$1,086.67
Outstanding Balance				\$1,086.67
Total Amount Outstanding				\$1,086.67

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 12/14/2020

Consent Agenda

1. Consideration of a motion to approve the minutes of the November 23, 2020 Council meeting

Public Hearing

2. Public Hearing on 2020-2 amendment to urban renewal plan for Industrial Park Urban Renewal Area
3. Public Hearing on Development Agreement with ICE Manufacturing
4. Public Hearing on the Status of Funded Activities for the 2017 Oelwein Community Development Block Grant Housing Project

Resolutions

5. Consideration of a Resolution approving 2020-2 Urban Renewal Plan Amendment for the Industrial Park Urban Renewal Area
 1. This amendment will allow ICE manufacturing to qualify for tax increment financing. The City is adding their new property to be included in the industrial park urban renewal area. The City Administrator recommends approving the resolution.
6. Consideration of a Resolution Approving Development Agreement with ICE Manufacturing, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement
 1. The City will agree to a 10-year 90 percent TIF with a maximum award of \$400,000. This development agreement is one or the other. If they reach their 10 year without \$400,000 the agreement is complete. If ICE reaches \$400,000 before 10 years, the agreement is complete. The City Administrator recommends approving the resolution.
7. Consideration of a Resolution to Accept Deed from Fayette County, Iowa
 1. This parcel of ground will be needed to expand the trail on the west side.

Motions

8. Consideration of a motion to accept an offer for Real Estate located at 15 4th Street NE
 1. The City will open the bid at the meeting and determine if they want to sell to the highest responsible bidder.
9. Consideration of a motion approving Pay Estimate No. 5 (Pre-Final) to Heartland Asphalt Inc. in the amount of \$16,854.29 for work completed on Paving Connector Taxiway to Runway 13 End



1. The engineer did not submit all payments for the last meeting. This is the last payment for the current airport taxi-way project. The City Administrator recommends approving the payment.
10. Consideration of a motion setting liquidated damages for Portzen Construction Inc. on 42 Well Project
 1. The City must close out the 42 well project, but not before they negotiate the final payment to Portzen. The City Administrator recommends setting liquated damages at \$50,000. Council also need to allow the City Administrator to negotiate.
11. Consideration of a motion to proceed with crack sealing project at Oelwein Municipal Airport
 1. This project can be done for free with the CARES Act money provided by the federal government. The next step would be signing an agreement with the engineer. This project could be completed in spring of 2021. The City Administrator recommends approving the project.
12. Consideration of a motion to apply to the Iowa Department of Natural Resources to temporarily lower Lake Oelwein for the winter of 2021
 1. Doug Bryan will be on hand to answer all questions on this unique request. The city is planning to evaluate the lake during this process and see what can be cleaned on the city side with the help of Bryan Heavy Equipment. Permissions from the DNR and Army Corp of Engineers is still needed. The City Administrator recommends approving this request.
13. Consideration of a motion approving the Redgate Park Replacement Project
 1. The City has funds leftover that need to be used for park improvements. Red Gate Park did not survive the tornado. The City Administrator recommends all the improvements.
14. Consideration of a motion directing staff on the 4th Avenue NE Sewer Project
 1. Staff has come back to council to finalize the request for the study of the 4th St. sewer. This motion will finalize what staff will use to go back to the engineers for a bid.

Library Report to the City Council – December 2020



Library Open Regular Hours

The library resumed regular open hours on November 30. Hours are:

Monday – Thursday 9:30 a.m. - 8:00 p.m.

Friday 9:30 a.m. - 5:30 p.m.

Saturday 9:30 a.m. - 4:00 p.m.

Restricted services will continue.



Masks Required

Wearing a mask, covering your nose and mouth, will be required to enter the library building. Help keep your community safe!



Curbside Pickup Available

Call the library at 319-283-1515, and library staff will deliver your checked out items to your car.

Online Library Card Registration Available

Register for a library card online! Fill out the online form and upload your photo identification to email. After approval, library staff will send you a library card number that is valid for online check outs and e-resources such as Bridges and Hoopla.



Online Book Club

Watch our Facebook Page for the link to the meeting or contact Deann at the library. The discussion of *Little Fires Everywhere* will be on Wednesday, December 2 at 10:00 a.m. Help choose the book for discussion in January!



Online Story Time

Interact with Miss Katie for stories and songs on the library's YouTube Channel. The next interactive story time is Wednesday, December 16 at 10:00 a.m.



The Oelwein Public Library Board of Trustees will meet on Tuesday, December 8, 2020 at 5:00 p.m. at the Oelwein Public Library.

AGENDA

Roll Call

Agenda Approved

Minutes Approved

Correspondence and communications – Research

Trustee Training – Library Access – Broadband Internet

Director's Report –

Friend's Report –

Bills Approved –

Unfinished Business

Library Services and Hours - January

New Business

Policy Review – Registration

Adjournment

November Statistics

Circulation:

20 November: 2,723

19 November: 5,184

Attendance:

20 November: (1,708) Sunday

19 November: (3,328) Sunday

Computer Use:

20 November: 162

19 November: 529

New Patrons:

20 November: 10

19 November: 14

Wireless: 510

Wireless: 1,437

Program Attendance:

20 November: 12

19 November: 111

Reference Questions:

20 November: 489

19 November: 506

Acquisitions:

Books 54

CD's 5

Movies 1

BRIDGES Downloads: 271

eBooks: 163

Audio: 96

eMagazines: 12

HOOPLA Downloads: 126

eBooks: 57

Audio: 40

Movies: 10

Comics: 7

Music: 8

TV: 4

43. **(NEW)** The library has access to broadband Internet access. Broadband Internet is defined by the FCC as 25 Megabits per second (Mbps) download speed and 3 Mbps upload.

REGISTRATION POLICY

October 11, 2001

Revised 12/28/2006, 06/14/2007, 01/10/2008, 10/6/2008, 9/10/09, 12/8/20

Reviewed 1/19/2012, 09/21/15, 09/11/18

Application – An individual must

- be a resident of Iowa. Residents from Iowa communities other than Oelwein are counted as Open Access patrons.
- sign a registration card in the library .
- present a picture identification with a permanent address or show proof of an established residence through a *pre-printed* rent receipt, lease, utility bill, or bank statement.

Patron Responsibility

- Patrons are responsible for any items checked out on their account and any fines or fees accrued on their account.
- Adult library cards must be presented for check-out.
- A patron must notify the library if their card is lost or stolen. Upon notification, no items will be checked out on that card.
- The original library card is given to the patron. Replacement cards are assessed a fee.

Juvenile Patrons

- A juvenile card is issued to patrons 3 years of age through 6th grade.
- The registration card must be signed in the library by a parent or guardian.
- The parent or guardian must be a registered patron and in good standing.
- After the juvenile has finished the 6th grade, the juvenile will fill out an adult registration card to obtain an adult library card.
- The children's registration card with the parent's signature will be attached to their adult registration card if the juvenile does not have picture identification with address or have proof of an established residence.
- Juveniles that have finished 6th grade, are *registering for the first time*, and do not have picture identification with address or have proof of an established residence will need to have a parent or guardian sign their adult registration card.

Nonresident Patrons

- Individuals who are not residents of Iowa may apply for a library card by presenting picture identification. This card is assessed a fee equivalent to the cost of a replacement card.
- Non-residents may use the computers after presenting a valid form of identification without applying for a library card. Juveniles who do not have a valid form of identification or proof of an established residence will need to have a parent or guardian show valid identification.

Any patron with a valid library card may check out any library material within the guidelines of all library policies.

Online Registration for E-Resources

- Individuals have the option to register for a library card online.
- The patron will fill out the online form and upload their picture identification for library staff review and approval.
- Staff will assign a library card number that is only valid to access e-resources.

NOVEMBER 2020

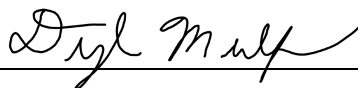
CITY OF OELWEIN TREASURER'S REPORT

Date Printed

12/2/2020

Fund	Beg Balance	Revenue	Expense	Transfers	Fund Balance	BANK BALANCE	
001 General	642,017.82	231,605.13	179,492.83	(916.67)	693,213.45		Item i.
051 County Emergency Manage	14,474.67	2,693.28	-	-	17,167.95		
110 Road Use Tax	570,819.84	79,885.54	35,060.79	-	615,644.59		
112 Trust and Agency	543,465.32	107,283.53	78,267.88	-	572,480.97		
113 Flex Spending	1,436.73	1,615.12	807.56	-	2,244.29	2,244.29	
119 Emergency	16,505.89	5,557.17	-	-	22,063.06		
120 Sidewalks Repaired/Replaced	-	-	-	-	-		
121 Sales Tax	242,793.14	126,341.74	-	-	369,134.88		
122 Hotel/Motel Tax	51,736.11	19,729.06	-	-	71,465.17		
123 Gas-Electric Franchise Fee	772,639.99	197.29	39,199.18	(21,180.00)	712,458.10		
124 Library Bequest	373,510.15	370.38	125.00	-	373,755.53		
126 Downtown TIF	56,348.33	26,498.48	-	-	82,846.81		
127 Industrial Park TIF	29,499.95	16,324.37	-	-	45,824.32		
128 Ind Park SubFund TIF East Penn	848,280.13	216.61	-	-	848,496.74		
132 DARE	2,113.80	-	-	-	2,113.80		
136 Trees Forever	14,405.82	-	-	-	14,405.82		
146 Oelwein Housing Revolving Loan Fund	129,952.71	33.18	4,150.00	-	125,835.89		
160 Econ Dev (\$12,500 Wellness Res)	404,604.33	7,903.74	9,439.22	-	403,068.85		
161 IRP Revolving Loan	346,192.49	135,689.16	101,418.10	-	380,463.55	381,881.65	
162 Downtown Business Grants	77,910.84	19.89	-	-	77,930.73		
166 NSP	-	-	-	-	-		
167 Oelwein Volunteer Fire Dept	12,462.84	-	174.61	916.67	13,204.90		
177 Forfeit Assets	4,150.63	-	519.38	-	3,631.25		
200 Debt Service	496,270.60	70,138.35	163,016.25	21,180.00	424,572.70		
201 Water Bondsinking	115,556.02	29.51	-	16,888.00	132,473.53		
202 Sewer Bondsinking	312,002.35	79.67	-	53,800.00	365,882.02		
205 Special Assessments	-	-	-	-	-		
214 2016A GO UR ED Bond Ind Pk Land	-	-	-	-	-		
269 Future Proposed Bond Sale	-	-	-	-	-		
282 CDBG Housing Rehab	554.72	-	-	-	554.72		
285 2009 Bond Sale	-	-	-	-	-		
286 2016B GO Bond (Rise City Port)	-	-	-	-	-		
287 2020 GO Bond	182,511.78	46.60	-	-	182,558.38		
288 2016D Water Revenue Bond	-	-	-	-	-		
302 Oelwein Housing Teardown	(371,000.06)	-	28,350.00	-	(399,350.06)		
305 Airport Grant	(57,867.12)	-	21,610.00	-	(79,477.12)		
307 Tri Park Trail Extensions	460,157.24	1,117.50	-	-	461,274.74		
314 Oel Ind Park E Penn/14th St Ext	491,273.90	125.45	-	-	491,399.35		
385 West Water Tower	(34,335.17)	-	-	-	(34,335.17)		
386 42 Well Rehab	(154,793.88)	-	-	-	(154,793.88)		
387 Pave 10th Street SE/Old Road	383,045.27	97.81	-	-	383,143.08		
397 Railroad Grant-Viaduct	58,890.78	15.03	-	-	58,905.81		
501 Cemetery Perp Care	289,631.35	120.19	-	-	289,751.54	4,751.54	
600 Water (2016D Reserve \$67,000)	508,619.49	91,915.97	59,401.96	(16,888.00)	524,245.50		
601 Water Infrastructure Fee	1,034,388.32	16,095.47	5,263.00	-	1,045,220.79		
620 Customer Water Deposits	125,115.79	3,800.00	2,352.24	-	126,563.55		
640 Fuel	35,871.80	-	-	-	35,871.80		
670 Landfill	2,213.40	47,118.29	31,412.15	-	17,919.54		
671 Recycling	(9,184.35)	6,270.33	56.00	-	(2,970.02)		
672 ROW Trees Utility Fee	42,751.71	5,280.57	23,844.79	-	24,187.49		
680 Wellness Center	1,709.24	7,928.31	16,094.27	-	(6,456.72)		
700 Sewer/Waste Treatment	837,130.11	123,695.96	74,672.54	(52,055.00)	834,098.53		
701 Sewer Infrastructure Fee	165,398.56	5,313.73	-	(1,745.00)	168,967.29		
706 20th Street Lift Station	90,869.84	23.20	-	-	90,893.04		
	10,162,103.22	1,141,175.61	874,727.75		10,428,551.08		
Fidelity 999-1003 and Community 999-1004 Money Market Accounts						8,775,983.59	
CD'S Cemetery \$285,000/Water Deposits \$100,000						385,000.00	
Fidelity IRP 999-1001/Flex 999-1002/Cem Perp Bank Ckng 501-1002						387,459.38	
Unapplied Accounts Receivable						-	
Balance Checking Account 999-1000						880,108.11	
Payroll Liabilities						-	
					10,428,551.08	10,428,551.08	

Signature:



Date:

12/2/2020



PARKS MONTHLY REPORT, NOVEMBER 2020

PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

Like all season long, the employees start their day disinfecting the shop, equipment and trucks before they start the day. Everyday someone walks through the downtown and picks up garbage. This month we continued work on the disc golf course at City Park. The employees power sprayed all the mowers and trucks and returned them to the park shop for service for their last day on Oct. 30th. The picnic tables were stacked up at the campground for the winter months. I worked on the parks master plan and trail work this past month. I am finished and sent in the tree city award designation and growth award for the city through Trees Forever. I have been constantly contacting contractors for bids for projects. I attended a continuing education course in Fayette on Wednesday for my applicator license.

This past week in the Park department Jay and I have been disinfecting the shop and equipment as usual. Jay does his daily rounds of checking on facilities and cleaning the downtown. Jay and I cleaned around the shop getting rid of material that has accumulated the past season. I hosted the monthly park and rec meeting at the library on Monday evening where we started discussing our long-term plans for each department. Jay has started maintenance on equipment and finished aerating the recreation fields. I have been talking with property owners about getting easements for trail additions. This month we met with the railroad to discuss easements for trails as well. The cemetery had five full burials and three cremations this past month. The Tree board came in and completed more trimming of downtown tree this month to keep them shaped up.

The playground equipment that we ordered arrived this month. This playground equipment will replace the swing set and slide that were destroyed in the tornado. We are also painting the office at the park maintenance shop.

PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation www.oelwein.fun

Disc golf work



Campground finished

CEU class



Equipment cleaning



Cleaning up around the shop



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

Shop area cleaning



Pumping down pool



Campground outlets



Burials



Aeration



**Oelwein Park
and
Recreation**

Master Plan
2020



Downtown tree trimming



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

Playground equipment delivered



Primer

Painted



**PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS****Daily Activities**www.oelwein.fun

- ❖ Sanitizing shop and equipment
- ❖ Pick up garbage downtown
- ❖ Checking/maintaining parks, cemeteries
- ❖ Monthly safety checklist
- ❖ Maintenance on equipment
- ❖ Order supplies for all departments
- ❖ Safety meetings
- ❖ 5 full burials and 3 cremations
- ❖ Meet with contractors

Progress on Projectswww.oelwein.fun

- ❖ Website work
- ❖ Meeting with contractors getting quotes on different projects
- ❖ Trail work/easements
- ❖ Picnic tables stacked at campground
- ❖ Continued work on City Park disc golf course
- ❖ Continuing education classes
- ❖ Equipment maintenance started
- ❖ Seasonal employee year end reviews
- ❖ Trees Forever 2021 grant sent in
- ❖ Tree Forever report for this year's planting completed
- ❖ 2020 Tree City application turned in
- ❖ Playground equipment for red gate park received
- ❖ Work on Park and Rec master plan
- ❖ Trails Summit meetings

Next Month and Future Projectswww.oelwein.fun

- ❖ Equipment maintenance
- ❖ Disc golf course install
- ❖ Diamond 3 fencing
- ❖ Website work
- ❖ Shelter install at Platt Park
- ❖ Remove old well houses at City Park
- ❖ Drinking fountains install
- ❖ Replace campground doors
- ❖ Diamond 1 building work
- ❖ Trail work/easements
- ❖ Electrical project at City Park
- ❖ Bathroom/shelter project at Red Gate Park
- ❖ Replace decking on old Wings bridge
- ❖ Grant work
- ❖ Pool shelter install

Joshua Johnson MA
Oelwein Park Superintendent





Street Department
November 2020

Department News

Road and alley repairs

Monthly Activities

Safety Meeting, Street Sweeping, Push up brush & leaf piles.

Record Underground Storage Tank "UST" information. "City Fuel Station"

Nonscheduled Work Performed

Dug **0** Graves. **1** Tree removals.

Clear storm sewer intakes

Pick up limbs

Assist water Department with water main breaks

Scheduled Work Performed

Patch S2 Tandem dump box

Repair sanders and plows

Repairing alleys

Haul asphalt from LL Pelling

Street sweeping

Blade rock roads throughout town

Repair streets from water digs

Potholes

Put up Christmas lights

Replace three GFI outlets on downtown streetlight poles

Up Coming Projects



Water & Sewer Collection Department Monthly Report November 2020

Department News

#42 well project underway.

Monthly Activities

Pumped **16,563,000** gallons of water from the wells.
 Completed **25** work orders from City Hall.
 Performed **63** locates marking location of city water, sewer, storm sewers and electrical.
 Collected **3** water meter readings from walking routes.
 Delivered **44** red door tags giving the final notice of impending shut down of services.
 Shut down **14** services for nonpayment.
 Took **8** Bacteria tests of the water system – All passed.
 Monthly safety check lists and departmental safety meeting completed.
 Responded to **1** sewer backup call. **2** homeowner and **0** City sewer surcharge issues.
 Daily water rounds consisting of chlorine residual testing, well and lift station checks.

Nonscheduled Work Performed

Dig and repair curb stop 300 Block 5th Ave SW
 Dig and repair curb stop 300 5th Ave SE
 Root saw 300 Block 8th Ave SW
 Repair CL2 leaks 59 well
 Dig and repaired main break 13th Ave NW
 Dig and repair curb stop 3rd Street NW
 Dig and repair main break 500 Block North Fredrick
 Dig up plugged drainage tile 13th Ave NE

Scheduled Work Performed

Replace diffusers at WPCP
 Landscape previous excavations
 Clean up and seed stump grindings

Up Coming Projects

Bring West water tower back online



Wastewater Department
November 2020

Department News

Passed the annual whole effluent toxicity test
Bryan Construction finished removing biosolids from reed bed #3 and #4
All parameters for DMR-QA Study #40 were graded as acceptable

Monthly Activities

Treated **24,790,000** gallons of waste water
Largest daily flow was **1,210,000** gallons.
Average daily flow was **830,000** gallons.
Applied **42,000** gallons of biosolids to the reed beds
Achieved a **97.5 %** Biochemical Oxygen Demand removal
Achieved a **96.5 %** Total Suspended Solids removal
Analyzed **436** wastewater samples in the cities state certified laboratory
34 samples submitted to Test America for testing.
Monthly safety check lists and departmental safety meeting completed.
Completed and submitted state Monthly Operating Report and the five industrial reports.
Daily collection of samples, performance of tests, calculate and record analysis results.

Nonscheduled Work Performed

Removed lamps and cleaned UV sleeves in south module and put indoors until next disinfection period
Sent DMR-QA Study #40 packet to regional coordinator
Pulled SBR #3 level transducer and cleaned rags from cable. Placed transducer in plastic conduit and attached to bracket. Checked the level transducer for proper reading.

Scheduled Work Performed

Decant water off storage tank.
Record temperatures and calibrate various lab equipment.
Perform preventative maintenance on all the various blowers, pumps, and process equipment.
Attend City wide safety meeting at OFD.
Biennial plant inspection by IDNR with follow up phone call

Up Coming Projects

Re-install Limitorque



Community Development Department Monthly Abatement/Code Enforcement Report

November 2020

Total Reported Properties

November brought us 19 new complaints, of which, 11 were abatements (sanitation, rodents/animals, weeds/grass, vehicles, some of which also had code enforcement issues) and 8 of these were code enforcement (structure related such as collapsing porches, missing siding, dilapidated garages). Three cases were closed.

Online vs Staff Generated Activities

Of the 19 new cases, 8 were staff generated with the remaining 11 being complaints submitted online or called in.

Progress on Cases

In a major win, one derelict, nuisance property in town was just taken by the bank. The bank is working with us to bring the property up to compliance. A total of 18 abatements carried over from October and those are making some form of progress. We closed 3 from this month and 15 from October.

Next Month and Future Enforcement

Rental inspections are off the table again. The opening and closing of abatement/code enforcement cases steadily continues. The sea of abatements seems eternal. There is no ebb and there is no flow. But we have buckets and we are using them.