



Agenda

City Council Meeting

Oelwein Community Plaza, 25 West Charles, Oelwein

6:00 PM

April 12, 2021
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Warren Fisk

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

Pledge of Allegiance

Call to Order

Roll Call

Additions or Deletions

Citizens Public Comments - See Guidelines for Public Comments Below

Consent Agenda

- [1.](#) Consideration of a motion to approve the minutes of the March 22, 2021 Council meeting
- [2.](#) Consideration of a Class 'c' Beer Permit renewal for Kwik Star
- [3.](#) Consideration of a Class 'E' Liquor and Sunday Sales renewal for Casey's General Store
- [4.](#) Consideration of a new Cigarette Permit for Oelwein Liquor
5. Consideration of a new Class 'E' Liquor and Sunday Sales Permit for Oelwein Liquor

Public Hearing

6. Public Hearing on Notice of Intent to apply for financial assistance with the USDA Rural Development for the Oelwein Police Department Heating and Cooling System and the Oelwein Fire Department Aerial Fire Truck Apparatus

Ordinances

7. Consideration of a motion to suspend the rules and adopt the Flood Plain Management Ordinance on the first and final reading
- [8.](#) Consideration of an Ordinance Adopting Flood Plain Management
- [9.](#) Consideration of an Ordinance Amending Section 14-130, Public Tree Care and Fees - First Reading
- [10.](#) Consideration of an Ordinance Amending Water and Sewer Rates, Chapter 7 of the Code of Ordinances of the City of Oelwein - First Reading

Resolutions

- [11.](#) Consideration of a Resolution to Apply for Financial Assistance with the United States Department of Agriculture

Motions

12. Consideration of a motion authorizing the City Administrator to execute a grant provided by Airport Coronavirus Response Grant Program (ACRGP) Grant Offer, Grant No. 3-19-0067-011-2021 for Oelwein Municipal Airport
- [13.](#) Consideration of a motion authorizing the Mayor to sign a contract with Fusion Forward for marketing in the amount of \$15,600
- [14.](#) Consideration of a motion authorizing signatures on Amendment to Owner-Engineer Agreement with Fox Engineers in the amount of \$16,228.00 for work completed on Disinfection and 42 Well Improvements Project
- [15.](#) Consideration of a motion authorizing drainage tile installation in the amount of \$10,700 for Wings East

- [16.](#) Consideration of a motion to accept proposal from Miller's Construction for sidewalk, curb and steps to north side of City Hall in the amount of \$5,411.00

Committee Reports

- [17.](#) Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development Committee re: Demolition Assistance Applications and Hotel-Motel Funding

Council Updates

Mayor's Report

- A. Consideration of the reappointment of Savannah DeJong and Dave Gearhart to the Planning and Zoning Commission
- [B.](#) Consideration of the appointment of Robby McKeeman to the Tree Board
- C. Consideration of the reappointment of Duane Brandt and Tim Gilson to the Civil Service Board

City Attorney's Report

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

City Administrator's Report

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

Adjournment

- [ii.](#) Additional Information
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In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



Minutes

City Council Meeting
Oelwein Community Plaza, 25 West Charles,
Oelwein

March 22, 2021 - 6:00 PM

Pledge of Allegiance

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

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

Additions or Deletions

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

Citizens Public Comments - See Guidelines for Public Comments Below

Kimberly Pont representing the Oelwein Celebrations committee asked council for direction if Oelwein Celebration would be downtown or at City Park. There is a shortage of volunteers to man the beer tent at the park which is their largest revenue source but would not need that if held downtown. She would like to have liaison from the city to be on their committee. Without definite decisions from the City Council, the celebrations committee cannot move forward, and time is running short.

Consent Agenda

1. Consideration of a motion approving March 8, 2021 Council Minutes
2. Claims Resolution in the amount of \$486,327.01
3. Consideration of a new Class 'E' Liquor and Sunday Sales permit for H & S Store LLC dba Super Mart
4. Consideration of a new Cigarette Permit for H & S Store LLC dba Super Mart

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

Motion Carried

Resolutions

5. Consideration of a Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Oelwein 2021 Water Main Improvements Project

A motion was made by Fisk, seconded by Cantrell to adopt Resolution No. 5262-2021.

Ayes: Cantrell, Stewart, Payne, Seeders, Fisk

Nays: None

Motion Carried

6. Consideration of a Resolution awarding contract for the Oelwein 2021 Water Main Improvements Project

A motion was made by Fisk, seconded by Cantrell to adopt Resolution No. 5263-2021.

Ayes: Cantrell, Stewart, Payne, Seeders, Fisk

Nays: None

Motion Carried

7. Consideration of a Resolution approving contract and performance and/or payment bonds for the Oelwein 2021 Water Main Improvements Project

A motion was made by Fisk, seconded by Cantrell to adopt Resolution No. 5264-2021.

Ayes: Cantrell, Stewart, Payne, Seeders, Fisk

Nays: None

Motion Carried

8. Consideration of a Resolution Directing the Sale of the City's Interest in 17 5th Avenue SE, Oelwein, Fayette County, Iowa

A motion was made by Fisk, seconded by Cantrell to adopt Resolution No. 5265-2021

Ayes: Cantrell, Stewart, Payne, Seeders, Fisk

Nays: None

Motion Carried

9. Consideration of a Resolution Reinstating Online Fees for Utility Bill Payments

A motion was made by Fisk, seconded by Cantrell to adopt Resolution No. 5266-2021.

Ayes: Cantrell, Stewart, Fisk

Nays: Payne, Seeders

Motion Carried

10. Consideration of a Resolution Establishing Collective Bargaining and Nonunion Salaries for City Employees

A lengthy discussion took place understanding the Administrative Assistant position responsibilities are not just clerical duties.

A motion was made by Fisk, seconded by Cantrell to adopt Resolution No. 5267-2021.

Ayes: Cantrell, Stewart, Payne, Seeders, Fisk

Nays: None

Motion Carried

Motions

11. Consideration of a motion to set a Public Hearing for April 12, 2021 at 6:00 P.M. on Notice of Intent to apply for financial assistance with the USDA Rural Development for Oelwein Police Department Heating and Cooling System and Oelwein Fire Department Aerial Fire Truck Apparatus

A motion was made by Fisk, seconded by Payne to set public hearing. All voted aye.

Motion Carried

12. Consideration of a motion approving an amendment for engineering services in the amount of \$9000.00 for Oelwein Industrial Park 3rd Addition Utility Improvements

A motion was made by Fisk, seconded by Payne approving payment. All voted aye.

Motion Carried

13. Consideration of a motion to purchase Replacement Dump Box in the amount of \$19,610.00

A motion was made by Seeders, seconded by Fisk to approve purchase. All voted aye.

Motion Carried

14. Consideration of a motion to purchase skid steer in the amount of \$68,361.76

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

Motion Carried

15. Consideration of a motion to purchase dump truck and snowplow equipment in the amount of \$136,715.00 from Thompson Truck and Trailer

A motion was made by Fisk, seconded by Seeders to approve purchase. All voted aye.

Motion Carried

Council did not go with low bid because dealer is not able to order until 2022 with 2023 delivery date at an unknown cost increase.

16. Consideration of a motion to purchase wheel loader in the amount of \$131,500.00

A motion was made by Fisk, seconded by Cantrell to approve purchase. All voted aye.

Motion Carried

17. Consideration of a motion to purchase snow blower attachment and heavy-duty pallet fork in the amount of \$7,172.72

A motion was made by Fisk, seconded by Cantrell to approve purchase. All voted aye.

Motion Carried

18. Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development re: Williams Center for the Arts Hotel/Motel Funding Application

A motion was made by Cantrell, seconded by Seeders to approve \$1500.00 for Williams Center for the Arts. All voted aye

Motion Carried

19. Consideration of a motion to set date for Spring Clean up

A motion was made by Cantrell, seconded by Seeders to do spring clean up same as last year reducing the \$15.00 bulk item to \$5.00 during May – August. All voted aye.

Motion Carried

Committee Reports

20. Report from Cantrell on March Park and Recreation Commission meeting

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

21. Report from Payne on March Library Board meeting

Payne reported on the March meeting. The full minutes can be found at <https://www.oelwein.lib.ia.us/about/library-board-minutes-2021>

Council Updates

Fisk would like Blain from Black Hawk Waste to attend a work session to explain the process of recycling to city council.

Mayor's Report

Mayor DeVore would like to start a committee to review best place to put recycling bins with cameras. People again are dumping items at recycling bins that are not recycling.

Seeders, Cantrell and Fisk volunteered to be on committee with Mayor DeVore and City Administrator Mulfinger.

City Attorney's Report

Magistrate Woods is retiring in July and the county does not plan to have court in Oelwein.

Oelwein's rental inspection program is working, and neighboring towns of Fayette and Strawberry Point want to follow and do the same.

Adjournment

A motion was made by Fisk, 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 March 22, 2021 and copy of said proceedings was furnished to the Register March 24, 2021.

Dylan Mulfinger, City Administrator

Privately Held Corporation

106706

* Corporation Name

* Federal Employer ID #

Kwik Trip, Inc.

39-1036365

* Name of Business (D/B/A)

* Business Phone

Kwik Star #665

(319) 283-2113

* Tentative Effective Date

* Contact Name

May 28, 2021



Deanna Hafner

* Phone

* Email Address

(608) 793-6262

dhafner@kwiktrip.com

Cell/Home Phone

Control of ownership

Own

Premises Type

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

Convenience Store

True

* # of Floors:

* Square footage of the entire retail sales area of the business, including area of walk-in coolers that are accessible to the public. This includes all areas where non-alcohol products are also sold. Do not include areas that are not accessible to the public (offices, bathroom, kitchen, storage area etc.).

-1

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* Corporation Name
CASEY'S MARKETING COMPANY

* Federal Employer ID #
42-1435913

* Name of Business (D/B/A)
CASEY'S GENERAL STORE #2682

* Business Phone
(319) 283-3423

* Tentative Effective Date
Jun 1, 2021

* Contact Name
JESSICA FISHER-COMSTOCK, STORE OPERATIONS

* Phone
(515) 446-6404

* Email Address
jessica.fisher@caseys.com

Cell/Home Phone

Control of ownership
Own

Premises Type
Convenience Store

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

* # of Floors:
-1

Does or will your licensed location wholesale alcoholic spirits to on-premises liquor control licensees?

* Square footage of the entire retail sales area of the business, including area of walk-in coolers that are accessible to the public. This includes all areas where non-alcohol products are also sold. Do not include areas that are not accessible to the public (offices, bathroom, kitchen, storage area etc.).

* Square footage of the entire interior area of the building, including, but not limited to, all areas used in the storage, distribution, wholesale and retail sale of merchandise, offices, bathrooms, break rooms etc.

3,183

Instructions on the reverse side

For period (MM/DD/YYYY) 04 / 15 / 2021 through June 30, 2021

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade Name/DBA Oelwein Liquor
Physical Location Address 1011 S Frederick City Oelwein ZIP 50662
Mailing Address 1011 S Frederick City Oelwein State IA ZIP 50662
Business Phone Number 408-717-0695

Legal Ownership Information:

Type of Ownership: Sole Proprietor Partnership Corporation LLC LLP
Name of sole proprietor, partnership, corporation, LLC, or LLP C & G Iowa Enterprise, LLC
Mailing Address 14 Sawgrass Dr City Coal Valley State IL ZIP 61240
Phone Number 408-717-0695 Fax Number _____ Email cgicwa@outlook.com

Retail Information:

Types of Sales: Over-the-counter Vending machine
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes No
Types of Products Sold: (Check all that apply)
Cigarettes Tobacco Alternative Nicotine Products Vapor Products

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store Bar Convenience store/gas station Drug store
Grocery store Hotel/motel Liquor store Restaurant Tobacco store
Has vending machine that assembles cigarettes Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print) Dev Grewal Name (please print) LOVNEEP MEEMIA
Signature [Signature] Signature [Signature]
Date 03/19/2021 Date 03/19/2021

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: iapledge@iowaabd.com
- Fax: 515-281-7375

ORDINANCE NO. _____

AN ORDINANCE ADOPTING FLOODPLAIN MANAGEMENT

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

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, be amended by deleting Ordinance No. 1117 Flood Plain Management Ordinance in its entirety and replacing it with the following:

FLOODPLAIN MANAGEMENT ORDINANCE

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FLOODPLAIN MANAGEMENT ORDINANCE

SECTION I - Definitions

Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this Ordinance its most reasonable application.

1. APPURTENANT STRUCTURE - A structure which is on the same parcel of the property as the principal structure to be insured and the use of which is incidental to the use of the principal structure.
2. BASE FLOOD - The flood having one (1) percent chance of being equaled or exceeded in any given year. (Also commonly referred to as the "100-year flood").
3. BASE FLOOD ELEVATION (BFE) - The elevation floodwaters would reach at a particular site during the occurrence of a base flood event.
4. BASEMENT - Any enclosed area of a building which has its floor or lowest level below ground level (subgrade) on all sides. Also see "lowest floor."
5. DEVELOPMENT - Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations or storage of equipment or materials. "Development" does not include "minor projects" or "routine maintenance of existing buildings and facilities" as defined in this section. It also does not include gardening, plowing, and similar practices that do not involve filling or grading.
6. ENCLOSED AREA BELOW LOWEST FLOOR - The floor of the lowest enclosed area in a building when all the following criteria are met:
 - A. The enclosed area is designed to flood to equalize hydrostatic pressure during flood events with walls or openings that satisfy the provisions of Section VII(2)(D)(1) of this Ordinance, and
 - B. The enclosed area is unfinished (not carpeted, drywalled, etc.) and used solely for low damage potential uses such as building access, parking or storage, and
 - C. Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one (1) foot above the base flood elevation, and
 - D. The enclosed area is not a "basement" as defined in this section.
7. EXISTING CONSTRUCTION - Any structure for which the "start of construction" commenced before the effective date of the first floodplain management regulations adopted by the community.
8. EXISTING FACTORY-BUILT HOME PARK OR SUBDIVISION - A factory-built home park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the first floodplain management regulations adopted by the community.
9. EXPANSION OF EXISTING FACTORY-BUILT HOME PARK OR SUBDIVISION - The preparation of additional sites by the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).
10. FACTORY-BUILT HOME - Any structure, designed for residential use which is wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation, on a building site. For the purpose of this Ordinance factory-built homes include mobile homes, manufactured homes, and modular homes; and also include "recreational vehicles"

which are placed on a site for greater than 180 consecutive days and not fully licensed for and ready for highway use.

11. FACTORY-BUILT HOME PARK OR SUBDIVISION - A parcel or contiguous parcels of land divided into two or more factory-built home lots for sale or lease.
12. FIVE HUNDRED (500) YEAR FLOOD - A flood, the magnitude of which has a two-tenths (0.2) percent chance of being equaled or exceeded in any given year or which, on average, will be equaled or exceeded at least once every five hundred (500) years.
13. FLOOD - A general and temporary condition of partial or complete inundation of normally dry land areas resulting from the overflow of streams or rivers or from the unusual and rapid runoff of surface waters from any source.
14. FLOOD INSURANCE RATE MAP (FIRM) - The official map prepared as part of (but published separately from) the Flood Insurance Study which delineates both the flood hazard areas and the risk premium zones applicable to the community.
15. FLOOD INSURANCE STUDY (FIS) - A report published by FEMA for a community issued along with the community's Flood Insurance Rate Map(s). The study contains such background data as the base flood discharge and water surface elevations that were used to prepare the FIRM.
16. FLOODPLAIN - Any land area susceptible to being inundated by water as a result of a flood.
17. FLOODPLAIN MANAGEMENT - An overall program of corrective and preventive measures for reducing flood damages and promoting the wise use of floodplains, including but not limited to emergency preparedness plans, flood control works, floodproofing and floodplain management regulations.
18. FLOODPROOFING - Any combination of structural and nonstructural additions, changes, or adjustments to structures, including utility and sanitary facilities, which will reduce or eliminate flood damage to such structures.
19. FLOODWAY - The channel of a river or stream and those portions of the floodplains adjoining the channel, which are reasonably required to carry and discharge flood waters or flood flows so that confinement of flood flows to the floodway area will not cumulatively increase the water surface elevation of the base flood by more than one (1) foot.
20. FLOODWAY FRINGE - Those portions of the Special Flood Hazard Area outside the floodway.
21. HIGHEST ADJACENT GRADE - The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
22. HISTORIC STRUCTURE - Any structure that is:
 - A. Listed individually in the National Register of Historic Places, maintained by the Department of Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing of the National Register;
 - B. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 - C. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or,
 - D. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by either i) an approved state program as determined by the Secretary of the Interior or ii) directly by the Secretary of the Interior in states without approved programs.

23. **LOWEST FLOOR** - The floor of the lowest enclosed area in a building including a basement except when the criteria listed in the definition of Enclosed Area below Lowest Floor are met.
24. **MAXIMUM DAMAGE POTENTIAL DEVELOPMENT** - Hospitals and like institutions; buildings or building complexes containing documents, data, or instruments of great public value; buildings or building complexes containing materials dangerous to the public or fuel storage facilities; power installations needed in emergency or other buildings or building complexes similar in nature or use.
25. **MINOR PROJECTS** - Small development activities (except for filling, grading and excavating) valued at less than \$500.
26. **NEW CONSTRUCTION** - (new buildings, factory-built home parks) - Those structures or development for which the start of construction commenced on or after the effective date of the first floodplain management regulations adopted by the community.
27. **NEW FACTORY-BUILT HOME PARK OR SUBDIVISION** - A factory-built home park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the effective date of the first floodplain management regulations adopted by the community.
28. **RECREATIONAL VEHICLE** - A vehicle which is:
- Built on a single chassis;
 - Four hundred (400) square feet or less when measured at the largest horizontal projection;
 - Designed to be self-propelled or permanently towable by a light duty truck; and
 - Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.
29. **ROUTINE MAINTENANCE OF EXISTING BUILDINGS AND FACILITIES** - Repairs necessary to keep a structure in a safe and habitable condition that do not trigger a building permit, provided they are not associated with a general improvement of the structure or repair of a damaged structure. Such repairs include:
- Normal maintenance of structures such as re-roofing, replacing roofing tiles and replacing siding;
 - Exterior and interior painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work;
 - Basement sealing;
 - Repairing or replacing damaged or broken window panes;
 - Repairing plumbing systems, electrical systems, heating or air conditioning systems and repairing wells or septic systems.
30. **SPECIAL FLOOD HAZARD AREA (SFHA)** - The land within a community subject to the "base flood". This land is identified on the community's Flood Insurance Rate Map as Zone A, A1-30, AE, AH, AO, AR, and/or A99.
31. **START OF CONSTRUCTION** - Includes substantial improvement, and means the date the development permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement, was within 180 days of the permit date. The actual start means either the first placement or permanent construction of a structure on a site, such as pouring of a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory-built home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of

construction means the first alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.

32. STRUCTURE - Anything constructed or erected on the ground or attached to the ground, including, but not limited to, buildings, factories, sheds, cabins, factory-built homes, storage tanks, grain storage facilities and/or other similar uses.
33. SUBSTANTIAL DAMAGE - Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred. Volunteer labor and donated materials shall be included in the estimated cost of repair
34. SUBSTANTIAL IMPROVEMENT - Any improvement to a structure which satisfies either of the following criteria:
- A. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure either (i) before the “start of construction” of the improvement , or (ii) if the structure has been “substantially damaged” and is being restored, before the damage occurred.
- The term does not, however, include any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions. The term also does not include any alteration of an “historic structure”, provided the alteration will not preclude the structure’s designation as an “historic structure”. *[NOTE: An alternative to exempting substantially improved/damaged historic structures from the elevation requirements of the ordinance by definition would be to handle them individually through the variance process. This option provides the community an opportunity to require that all reasonable measures are used to reduce the structure’s flood damage potential (e.g., by relocating utilities above the base flood elevation, using flood resistant materials where practicable, etc.), provided those measures do not preclude the structure’s designation as an “historic structure.” If this alternative is preferred, the last sentence of the previous paragraph (referring to “historic structures” should be deleted.)*
- B. Any addition which increases the original floor area of a building by 25 percent or more. All additions constructed after the effective date of the first floodplain management regulations adopted by the community shall be added to any proposed addition in determining whether the total increase in original floor space would exceed 25 percent.
35. VARIANCE - A grant of relief by a community from the terms of the floodplain management regulations.
36. VIOLATION - The failure of a structure or other development to be fully compliant with the community’s floodplain management regulations.

SECTION II - Statutory Authority, Findings of Fact and Purpose

1. The Legislature of the State of Iowa has in Chapter 414, Code of Iowa, as amended, delegated the power to cities to enact zoning regulations to secure safety from flood and to promote health and the general welfare.
2. Findings of Fact
 - A. The flood hazard areas of the City of Oelwein are subject to periodic inundation which can result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base all of which adversely affect the public health, safety and general welfare of the community.
 - B. These flood losses, hazards, and related adverse effects are caused by: (i) The occupancy of flood hazard areas by uses vulnerable to flood damages which create hazardous conditions as a result of being inadequately elevated or otherwise protected from flooding and (ii) the

cumulative effect of obstructions on the floodplain causing increases in flood heights and velocities.

- C. This ordinance relies upon engineering methodology for analyzing flood hazards which is consistent with the standards established by the Department of Natural Resources.

3. Statement of Purpose

It is the purpose of this Ordinance to protect and preserve the rights, privileges and property of the City of Oelwein and its residents and to preserve and improve the peace, safety, health, welfare, and comfort and convenience of its residents by minimizing those flood losses described in Section II(2)(A) of this Ordinance with provisions designed to:

- A. Reserve sufficient floodplain area for the conveyance of flood flows so that flood heights and velocities will not be increased substantially.
- B. Restrict or prohibit uses which are dangerous to health, safety or property in times of flood or which cause excessive increases in flood heights or velocities.
- C. Require that uses vulnerable to floods, including public facilities which serve such uses, be protected against flood damage at the time of initial construction or substantial improvement.
- D. Protect individuals from buying lands which may not be suited for intended purposes because of flood hazard.
- E. Assure that eligibility is maintained for property owners in the community to purchase flood insurance through the National Flood Insurance Program.

SECTION III - General Provisions

1. Lands to Which Ordinance Apply

The provisions of this Ordinance shall apply to all lands within the jurisdiction of the City of Oelwein shown on the Official Floodplain Zoning Map as being within the boundaries of the Floodway, Floodway Fringe, and General Floodplain Districts, as established in Section V.

2. Establishment of Official Floodplain Zoning Map

The Flood Insurance Rate Map (FIRM) for Fayette County and Incorporated Areas, City of Oelwein, Panels 19065C0408E, 0409E, 0412E, 0416E, 0417E, and 0420E, dated May 18, 2021, which were prepared as part of the Flood Insurance Study for Fayette County, is (are) hereby adopted by reference and declared to be the Official Floodplain Zoning Map. The flood profiles and all explanatory material contained with the Flood Insurance Study are also declared to be a part of this ordinance.

3. Rules for Interpretation of District Boundaries

The boundaries of the zoning district areas shall be determined by scaling distances on the Official Floodplain Zoning Map. When an interpretation is needed as to the exact location of a boundary, the City Administrator shall make the necessary interpretation. The Board of Adjustment shall hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the City Administrator in the enforcement or administration of this Ordinance.

4. Compliance

No structure or land shall hereafter be used and no structure shall be located, extended, converted or structurally altered without full compliance with the terms of this Ordinance and other applicable regulations which apply to uses within the jurisdiction of this Ordinance.

5. Abrogation and Greater Restrictions

It is not intended by this Ordinance to repeal, abrogate or impair any existing easements, covenants, or deed restrictions. However, where this Ordinance imposes greater restrictions, the provision of this Ordinance shall prevail. All other ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency only.

6. Interpretation

In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State statutes.

7. Warning and Disclaimer of Liability

The standards required by this Ordinance are considered reasonable for regulatory purposes. This Ordinance does not imply that areas outside the designated Floodplain (Overlay) District areas will be free from flooding or flood damages. This Ordinance shall not create liability on the part of the City of Oelwein or any officer or employee thereof for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made there under.

8. Severability

If any section, clause, provision or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SECTION IV - Administration

1. Appointment, Duties and Responsibilities of Local Official

- A. The City Administrator is hereby appointed to implement and administer the provisions of this Ordinance and will herein be referred to as the Administrator.
- B. Duties and responsibilities of the Administrator shall include, but not necessarily be limited to the following:
 - 1) Review all floodplain development permit applications to assure that the provisions of this Ordinance will be satisfied.
 - 2) Review floodplain development applications to assure that all necessary permits have been obtained from federal, state and local governmental agencies including approval when required from the Department of Natural Resources for floodplain construction.
 - 3) Record and maintain a record of (i) the elevation (in relation to North American Vertical Datum 1988) of the lowest floor (including basement) of all new or substantially improved structures or (ii) the elevation to which new or substantially improved structures have been floodproofed.
 - 4) Notify adjacent communities/counties and the Department of Natural Resources prior to any proposed alteration or relocation of a watercourse and submit evidence of such notifications to the Federal Emergency Management Agency.
 - 5) Keep a record of all permits, appeals and such other transactions and correspondence pertaining to the administration of this Ordinance.
 - 6) Submit to the Federal Insurance Administrator an annual report concerning the community's participation, utilizing the annual report form supplied by the Federal Insurance Administrator.
 - 7) Notify the Federal Insurance Administrator of any annexations or modifications to the community's boundaries.
 - 8) Review subdivision proposals to ensure such proposals are consistent with the purpose of this ordinance and advise the Board of Adjustment of potential conflict.
 - 9) Maintain the accuracy of the community's Flood Insurance Rate Maps when;
 - a. Development placed within the Floodway (Overlay) District results in any of the following:
 - (i) An increase in the Base Flood Elevations, or
 - (ii) Alteration to the floodway boundary
 - b. Development placed in Zones A, AE, AH, and A1-30 that does not include a designated floodway that will cause a rise of more than one foot in the base elevation; or
 - c. Development relocates or alters the channel.

Within 6 months of the completion of the development, the applicant shall submit to FEMA all scientific and technical data necessary for a Letter of Map Revision.

- 10) Perform site inspections to ensure compliance with the standards of this Ordinance.
- 11) Forward all requests for Variances to the Board of Adjustment for consideration. Ensure all requests include the information ordinarily submitted with applications as well as any additional information deemed necessary to the Board of Adjustment.

2. Floodplain Development Permit

- A. Permit Required - A Floodplain Development Permit issued by the Administrator shall be secured prior to any floodplain development (any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, filling, grading, paving, storage of materials or equipment, excavation or drilling operations), including the placement of factory-built homes.
- B. Application for Permit - Application shall be made on forms furnished by the Administrator and shall include the following:
 - 1) Description of the work to be covered by the permit for which application is to be made.
 - 2) Description of the land on which the proposed work is to be done (i.e., lot, block, track, street address or similar description) that will readily identify and locate the work to be done.
 - 3) Location and dimensions of all structures and additions
 - 4) Indication of the use or occupancy for which the proposed work is intended.
 - 5) Elevation of the base flood.
 - 6) Elevation (in relation to North American Vertical Datum 1988) of the lowest floor (including basement) of structures or of the level to which a structure is to be floodproofed.
 - 7) For structures being improved or rebuilt, the estimated cost of improvements and market value of the structure prior to the improvements.
 - 8) Such other information as the Administrator deems reasonably necessary (e.g., drawings or a site plan) for the purpose of this Ordinance.
- C. Action on Permit Application - The Administrator shall, within a reasonable time, make a determination as to whether the proposed floodplain development meets the applicable standards of this Ordinance and shall approve or disapprove the application. For disapprovals, the applicant shall be informed, in writing, of the specific reasons therefore. The Administrator shall not issue permits for variances except as directed by the Board of Adjustment.
- D. Construction and Use to be as Provided in Application and Plans - Floodplain Development Permits based on the basis of approved plans and applications authorize only the use, arrangement, and construction set forth in such approved plans and applications and no other use, arrangement or construction. Any use, arrangement, or construction at variance with that authorized shall be deemed a violation of this Ordinance. The applicant shall be required to submit certification by a professional engineer or land surveyor, as appropriate, registered in the State of Iowa, that the finished fill, structure floor elevations, floodproofing, or other flood protection measures were accomplished in compliance with the provisions of this Ordinance, prior to the use or occupancy of any structure.

SECTION V - Establishment of Zoning (Overlay) Districts

The floodplain areas within the jurisdiction of this ordinance are hereby divided into the following districts:

1. Floodway (Overlay) District (FW) - those areas identified as Floodway on the Official Floodplain Zoning Map;
2. Floodway Fringe (Overlay) District (FF) - those areas identified as Zone AE on the Official Floodplain Zoning Map but excluding those areas identified as Floodway, and;
3. General Floodplain (Overlay) District (GF) - those areas identified as Zone A on the Official Floodplain Zoning Map.

The boundaries shall be as shown on the Official Floodplain Zoning Map. Within these districts, all uses not allowed as Permitted Uses are prohibited unless a variance to the terms of this ordinance is granted after due consideration by the Board of Adjustment.

SECTION VI - Floodway (Overlay) District (FW)

1. Permitted Uses

All development within the Floodway District shall be permitted to the extent that they are not prohibited by any other ordinance (or underlying zoning district) and provided they meet applicable performance standards of the Floodway District.

2. Performance Standards

All Floodway District uses allowed as a Permitted Use shall meet the following standards.

- A. No development shall be permitted in the Floodway District that would result in any increase in the base flood elevation. Consideration of the effects of any development on flood levels shall be based upon the assumption that an equal degree of development would be allowed for similarly situated lands.
- B. All development within the Floodway District shall:
 - 1) Be consistent with the need to minimize flood damage.
 - 2) Use construction methods and practices that will minimize flood damage.
 - 3) Use construction materials and utility equipment that are resistant to flood damage.
- C. No development shall affect the capacity or conveyance of the channel or floodway of any tributary to the main stream, drainage ditch or any other drainage facility or system.
- D. Structures, buildings, recreational vehicles, and sanitary and utility systems, if permitted, shall meet the applicable performance standards of the Floodway Fringe District and shall be constructed or aligned to present the minimum possible resistance to flood flows.
- E. Structures, if permitted, shall have a low flood damage potential and shall not be for human habitation.
- F. Storage of materials or equipment that are buoyant, flammable, explosive or injurious to human, animal or plant life is prohibited. Storage of other material may be allowed if readily removable from the Floodway District within the time available after flood warning.
- G. Watercourse alterations or relocations (channel changes and modifications) must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Department of Natural Resources.
- H. Any fill allowed in the floodway must be shown to have some beneficial purpose and shall be limited to the minimum amount necessary.
- I. Pipeline river or stream crossings shall be buried in the streambed and banks or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering or due to the action of flood flows.

SECTION VII - Floodway Fringe (Overlay) District FF

1. Permitted Uses

All development within the Floodway Fringe District shall be permitted to the extent that they are not prohibited by any other ordinance (or underlying zoning district) and provided they meet applicable performance standards of the Floodway Fringe District.

2. Performance Standards

All development must be consistent with the need to minimize flood damage and meet the following applicable performance standards. Until a regulatory floodway is designated, no development may increase the Base Flood Elevation more than one (1) foot. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determination.

- A. All development shall:
 - 1) Be designed and adequately anchored to prevent flotation, collapse or lateral movement.
 - 2) Use construction methods and practices that will minimize flood damage.
 - 3) Use construction materials and utility equipment that are resistant to flood damage.
- B. Residential structures - All new or substantially improved residential structures shall have the lowest floor, including basement if finished, elevated a minimum of one (1) foot above the base flood elevation. Construction shall be upon compacted fill which shall, at all points, be no lower than 1.0 ft. above the base flood elevation and extend at such elevation at least 18 feet beyond the limits of any structure erected thereon. Alternate methods of elevating (such as piers or extended foundations) may be allowed subject to favorable consideration by the Board of Adjustment,) where existing topography, street grades, or other factors preclude elevating by fill. In such cases, the methods used must be adequate to support the structure as well as withstand the various forces and hazards associated with flooding.

Non-residential structures - All new or substantially improved non-residential structures shall have the lowest floor (including basement) elevated a minimum of one (1) foot above the base flood elevation, or together with attendant utility and sanitary systems, be floodproofed to such

a level. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the base flood; and that the structure, below the base flood elevation is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to North American Vertical Datum 1988) to which any structures are floodproofed shall be maintained by the Administrator.

C. All new and substantially improved structures

- 1) Fully enclosed areas below the “lowest floor” (not including basements) that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or meet or exceed the following minimum criteria:
 - a. A minimum of two (2) openings, with positioning on at least two (2) walls, having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.) *[NOTE: The NFIP’s Lowest Floor Guide requires that openings be located on “at least two walls”. While FEMA does not require the ordinance to contain this language, including it might help to ensure that the property owner will receive a lower flood insurance premium.]*
 - b. The bottom of all openings shall be no higher than one foot above grade.
 - c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided they permit the automatic entry and exit of floodwaters.

Such areas shall be used solely for parking of vehicles, building access and low damage potential storage

- 2) New and substantially improved structures must be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
- 3) New and substantially improved structures shall be constructed with electric meter, electrical service panel box, hot water heater, heating, air conditioning, ventilation equipment (including ductwork), and other similar machinery and equipment elevated (or in the case on non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation.
- 4) New and substantially improved structures shall be constructed with plumbing, gas lines, water/gas meters and other similar service utilities either elevated (or in the case of non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation or designed to be watertight and withstand inundation to such a level.

D. Factory-built homes

- 1) All new and substantially improved factory-built homes, including those placed in existing factory-built home parks or subdivisions, shall be elevated on a permanent foundation such that the lowest floor of the structure is a minimum of one (1) foot above the base flood elevation.
- 2) All new and substantially improved factory-built homes, including those placed in existing factory-built home parks or subdivisions, shall be anchored to resist flotation, collapse, or lateral movement. Anchorage systems may include, but are not limited to, use of over-the-top or frame ties to ground anchors as required by the State Building Code.

E. Utility and Sanitary Systems

- 1) On-site wastewater disposal and water supply systems shall be located or designed to avoid impairment to the system or contamination from the system during flooding.
- 2) All new and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system as well as the discharge of effluent into flood waters. Wastewater treatment facilities (other than on-site systems) shall be provided with a level of flood protection equal to or greater than one (1) foot above the base flood elevation.
- 3) New or replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system. Water supply treatment facilities (other than on-

- site systems) shall be provided with a level of protection equal to or greater than one (1) foot above the base flood elevation.
- 4) Utilities such as gas or electrical systems shall be located and constructed to minimize or eliminate flood damage to the system and the risk associated with such flood damaged or impaired systems.
- F. Storage of materials and equipment that are flammable, explosive or injurious to human, animal or plant life is prohibited unless elevated a minimum of one (1) foot above the base flood elevation. Other material and equipment must either be similarly elevated or (i) not be subject to major flood damage and be anchored to prevent movement due to flood waters or (ii) be readily removable from the area within the time available after flood warning.
 - G. Flood control structural works such as levees, flood walls, etc. shall provide, at a minimum, protection from the base flood with a minimum of 3 ft. of design freeboard and shall provide for adequate interior drainage. In addition, the Department of Natural Resources shall approve structural flood control works.
 - H. Watercourse alterations or relocations must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, the Department of Natural Resources must approve such alterations or relocations.
 - I. Subdivisions (including factory-built home parks and subdivisions) shall be consistent with the need to minimize flood damages and shall have adequate drainage provided to reduce exposure to flood damage. Development associated with subdivision proposals (including the installation of public utilities) shall meet the applicable performance standards of this Ordinance. Subdivision proposals intended for residential use shall provide all lots with a means of access which will be passable by wheeled vehicles during the base flood. Proposals for subdivisions greater than five (5) acres or fifty (50) lots (whichever is less) shall include base flood elevation data for those areas located within the Floodway Fringe (Overlay) District.
 - J. Accessory Structures to Residential Uses
 - 1) Detached garages, sheds, and similar structures that are incidental to a residential use are exempt from the base flood elevation requirements where the following criteria are satisfied
 - a. The structure shall be designed to have low flood damage potential. Its size shall not exceed 600 sq. ft. in size. Those portions of the structure located less than 1 foot above the base flood elevation must be constructed of flood-resistant materials.
 - b. The structure shall be used solely for low flood damage potential purposes such as vehicle parking and limited storage. The structure shall not be used for human habitation.
 - c. The structure shall be constructed and placed on the building site so as to offer minimum resistance to the flow of floodwaters.
 - d. The structure shall be firmly anchored to prevent flotation, collapse, and lateral movement which may result in damage to other structures.
 - e. The structure's service facilities such as electrical and heating equipment shall be elevated or floodproofed to at least one foot above the base flood elevation.
 - f. The structure's walls shall include openings that satisfy the provisions of Section VII(2)(D)(1) of this Ordinance.
 - 2) Exemption from the base flood elevation requirements for such a structure may result in increased premium rates for flood insurance coverage of the structure and its contents.
 - K. Recreational Vehicles
 - 1) Recreational vehicles are exempt from the requirements of Section VII(2)(E) of this Ordinance regarding anchoring and elevation of factory-built homes when the following criteria are satisfied:
 - a. The recreational vehicle shall be located on the site for less than 180 consecutive days, and,
 - b. The recreational vehicle must be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.
 - 2) Recreational vehicles that are located on the site for more than 180 consecutive days or are not ready for highway use must satisfy requirements of Section VII(2)(E) of this Ordinance regarding anchoring and elevation of factory-built homes.

- L. Pipeline river and stream crossings shall be buried in the streambed and banks, or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering.
- M. Maximum Damage Potential Development - All new or substantially improved maximum damage potential development shall have the lowest floor (including basement) elevated a minimum of one (1) foot above the elevation of the 500-year flood, or together with attendant utility and sanitary systems, be floodproofed to such a level. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the 0.2% annual chance flood; and that the structure, below the 0.2% annual chance flood elevation is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to North American Vertical Datum 1988) to which any structures are floodproofed shall be maintained by the Administrator. Where 0.2% chance flood elevation data has not been provided in the Flood Insurance Study, the Iowa Department of Natural Resources shall be contacted to compute such data. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determinations.

SECTION VIII - General Floodplain (Overlay) District (GF)

1. Permitted Uses
 - A. All development within the General Floodplain District shall be permitted to the extent that they are not prohibited by any other ordinance (or underlying zoning district) and provided they meet the applicable performance standards of the General Floodplain District.
 - B. Any development which involves placement of structures, factory-built homes, fill or other obstructions, storage of materials or equipment, excavation or alteration of a watercourse shall be reviewed by the Department of Natural Resources to determine (i) whether the land involved is either wholly or partly within the floodway or floodway fringe and (ii) the base flood elevation. The applicant shall be responsible for providing the Department of Natural Resources with sufficient technical information to make the determination.
 - C. Review by the Iowa Department of Natural Resources is not required for the proposed construction of new or replacement bridges or culverts where:
 - 1) The bridge or culvert is located on a stream that drains less than two (2) square miles, and
 - 2) The bridge or culvert is not associated with a channel modification that constitutes a channel change as specified in 567-71.2(2), Iowa Administrative Code.
2. Performance Standards
 - A. All development, or portions thereof, to be located in the floodway as determined by the Department of Natural Resources shall meet the applicable provisions and standards of the Floodway (Overlay) District Section VI.
 - B. All development, or portions thereof, to be located in the floodway fringe as determined by the Department of Natural Resources shall meet the applicable provisions and standards of the Floodway Fringe (Overlay) District Section VII.

SECTION IX - Reserved

SECTION X - Appointment and Duties of Board of Adjustment

1. Appointment and Duties of Board of Adjustment - A Board of Adjustment is hereby established which shall hear and decide (i) appeals and (ii) requests for variances to the provisions of this ordinance, and shall take any other action which is required of the Board.
2. Appeals - Where it is alleged there is any error in any order, requirement, decision, or determination made by an administrative official in the enforcement of this ordinance, the aggrieved party may appeal such action. The notice of appeal shall be filed with the Board of Adjustment and with the official from whom the appeal is taken and shall set forth the specific reason for the appeal. The official from whom the appeal is taken shall transmit to the Board of Adjustment all the documents constituting the record upon which the action appealed from was taken.
3. Variance - The Board of Adjustment may authorize upon request in specific cases such variances from the terms of this Ordinance that will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this Ordinance will result in unnecessary hardship. Variances granted must meet the following applicable standards:

- A. Variances shall only be granted upon: (i) a showing of good and sufficient cause, (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of the variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local codes or ordinances.
 - B. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood would result. Consideration of the effects of any development on flood levels shall be based upon the assumption that an equal degree of development would be allowed for similarly situated lands.
 - C. Variances shall only be granted upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - D. In cases where the variance involves a lower level of flood protection for structures than what is ordinarily required by this Ordinance, the applicant shall be notified in writing over the signature of the Administrator that: (i) the issuance of a variance will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction increases risks to life and property.
 - E. All variances granted shall have the concurrence or approval of the Department of Natural Resources.
4. Hearings and Decisions of the Board of Adjustment
- A. Hearings. Upon the filing with the Board of Adjustment of an Appeal or a request for a Variance, the Board shall hold a public hearing. The Board shall fix a reasonable time for the hearing and give public notice thereof, as well as due notice to parties in interest. At the hearing, any party may appear in person or by agent or attorney and present written or oral evidence. The Board may require the appellant or applicant to provide such information as is reasonably deemed necessary and may request the technical assistance and/or evaluation of a professional engineer or other expert person or agency, including the Department of Natural Resources.
 - B. Decisions. The Board shall arrive at a decision on an Appeal or Variance within a reasonable time. In passing upon an Appeal, the Board may, so long as such action is in conformity with the provisions of this ordinance, reverse or affirm, wholly or in part, or modify the order, requirement, decision, or determination appealed from, and it shall make its decision, in writing, setting forth the findings of fact and the reasons for its decision. In granting a Variance, the Board shall consider such factors as contained in this section and all other relevant sections of this ordinance and may prescribe such conditions as contained in Section X(4)(B)(2).
 - 1) Factors Upon Which the Decision of the Board of Adjustment Shall be Based. In passing upon applications for Variances, the Board shall consider all relevant factors specified in other sections of this Ordinance and:
 - a. The danger to life and property due to increased flood heights or velocities caused by encroachments.
 - b. The danger that materials may be swept on to other land or downstream to the injury of others.
 - c. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination and unsanitary conditions.
 - d. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
 - e. The importance of the services provided by the proposed facility to the City.
 - f. The requirements of the facility for a floodplain location.
 - g. The availability of alternative locations not subject to flooding for the proposed use.
 - h. The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
 - i. The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.
 - j. The safety of access to the property in times of flood for ordinary and emergency vehicles.
 - k. The expected heights, velocity, duration, rate of rise and sediment transport of the flood water expected at the site.
 - l. The cost of providing governmental services during and after flood conditions, including maintenance and repair of public utilities (sewer, gas, electrical and water systems), facilities, streets and bridges.
 - m. Such other factors which are relevant to the purpose of this Ordinance.

- 2) Conditions Attached to Variances - Upon consideration of the factors listed above, the Board of Adjustment may attach such conditions to the granting of variances as it deems necessary to further the purpose of this Ordinance. Such conditions may include, but not necessarily be limited to:
 - a. Modification of waste disposal and water supply facilities.
 - b. Limitation of periods of use and operation.
 - c. Imposition of operational controls, sureties, and deed restrictions.
 - d. Requirements for construction of channel modifications, dikes, levees, and other protective measures, provided such are approved by the Department of Natural Resources and are deemed the only practical alternative to achieving the purpose of this Ordinance.
 - e. Floodproofing measures shall be designed consistent with the flood protection elevation for the particular area, flood velocities, duration, rate of rise, hydrostatic and hydrodynamic forces, and other factors associated with the regulatory flood. The Board of Adjustment shall require that the applicant submit a plan or document certified by a registered professional engineer that the floodproofing measures are consistent with the regulatory flood protection elevation and associated flood factors for the particular area.

5. Appeals to the Court - Any person or persons, jointly or severally, aggrieved by any decision of the Board of Adjustment may present to a court of record a petition, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty days after the filing of the decision in the office of the Board.

SECTION XI - Nonconforming Uses

1. A structure or the use of a structure or premises which was lawful before the passage or amendment of this Ordinance, but which is not in conformity with the provisions of this Ordinance, may be continued subject to the following conditions:
 - A. If such use is discontinued for six (6) consecutive months, any future use of the building premises shall conform to this Ordinance.
 - B. Uses or adjuncts thereof that are or become nuisances shall not be entitled to continue as nonconforming uses.
 - C. If any nonconforming use or structure is destroyed by any means, including flood, it shall not be reconstructed if the cost is more than fifty (50) percent of the market value of the structure before the damage occurred, unless it is reconstructed in conformity with the provisions of this Ordinance. This limitation does not include the cost of any alteration to comply with existing state or local health, sanitary, building or safety codes or regulations or the cost of any alteration of a structure listed on the National Register of Historic Places, provided that the alteration shall not preclude its continued designation.
2. Except as provided in Section XI(1)(B), any use which has been permitted as a Variance shall be considered a conforming use.

SECTION XII - Penalties for Violation

Violations of the provisions of this Ordinance or failure to comply with any of the requirements (including violations of conditions and safeguards established in connection with grants of Variances) shall constitute a misdemeanor. Any person who violates this Ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$100.00 (one hundred dollars) or imprisoned for not more than 30 (thirty) days. Each day such violation continues shall be considered a separate offense. Nothing herein contained prevent the City of Oelwein from taking such other lawful action as is necessary to prevent or remedy violation.

SECTION XIII - Amendments

The regulations and standards set forth in this Ordinance may from time to time be amended, supplemented, changed, or repealed. No amendment, supplement, change, or modification shall be undertaken without prior approval of the Department of Natural Resources.

Section 2. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This Ordinance shall become effective upon its passage.

First reading – April 12, 2021

Second reading –

Third reading –

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

Seal of City

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

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

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Cantrell
Fisk
Seeders
Payne

First Reading on _____:

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

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Cantrell
Fisk
Seeders
Payne

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

AYES NAYS ABSENT ABSTAIN

Stewart
Weber
Cantrell
Fisk
Seeders
Payne

Oelwein Tree Utility
 2021 Rate- \$1.95
 Proposed Rate- \$3.00
 The Tree Utility fee pays for the following:

- Access to the yard waste site in town for:
 - Yard waste
 - Leaves
 - Grass clippings
 - Twigs and branches
 - Limited whole tree disposal
- Maintenance of right-of-way trees
- City wide tree trimming

The City must address the emerald ash borer problem over the next five years. Ash trees are being infected by the emerald ash borer and are dying. An ash tree has five to seven years of life once the tree is infected with an ash borer. The ash borer cuts off nutrients to the tree from the root system. Ash trees suffering from emerald ash borer will have lower leaf canopies and dead limbs above their canopy. The City has over 300 ash trees in the right-of-way



Right-of-way trees offer the following benefits:

- Urban trees reduce traffic speeds and reduce crashes
- Trees improve drainage infrastructure
- Trees provide rain, sun, heat, and skin protection
- Urban trees absorb harmful pollution
- Trees lower urban air temperatures
- Trees add value to adjacent homes, businesses and tax base
- Trees lengthen pavement life
- Trees produce oxygen which helps people breath

ORDINANCE NO. 1168

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

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

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

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

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

First reading – April 12, 2021
Second reading –
Third reading –

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

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

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

AYES NAYS ABSENT

ABSTAIN
Stewart
Seeders
Weber
Cantrell
Fisk
Payne

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

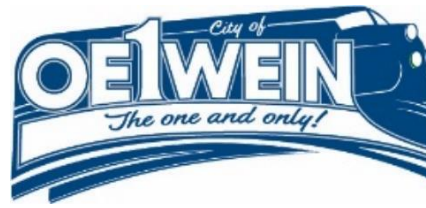
AYES NAYS ABSENT

ABSTAIN
Stewart
Seeders
Weber
Cantrell
Fisk
Payne

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

AYES NAYS ABSENT

ABSTAIN
Stewart
Seeders
Weber
Cantrell
Fisk
Payne



The Oelwein City Council will evaluate and vote on the proposed rate increase in March of 2021. Rate Increases will be effective July of 2021.

- July 2021 9 percent
- July 2022 5 percent
- July 2023 5 percent
- July 2024 2 percent
- July 2025 2 percent

The City will remove the infrastructure fee. City Council determined that cost of water should be focused on usage and not a set fee.

The City of Oelwein is working toward an aggressive rate and fee schedule for the Sewer/Wastewater utility to complete several projects as shown below:

- \$1,000,000 Reed Bed Expansion
- \$300,000 Nutrient Reduction
- \$200,000 Clean Out Equalization Basin Replace Liner
- \$200,000 Sewer Main Replacement
- \$135,000 UV Disinfection
- \$100,000 annual revenue for capital improvement projects in sewer/wastewater
- \$70,000 staffing level
- Infiltration/Inflow (INI Study)
- Improvements to 4th and 5th NE

Raising rates on a utility is not something that the City takes lightly. City staff has planned out several projects and worked the numbers for months to prepare a successful plan for City Council. The current council is serious and determined to make improvements to infrastructure. The determining factor is that City Council no longer wants to make this problem the next generations and take a proactive approach. The City continues to deal with tighter regulations from the Iowa Department of Natural Resources (DNR) and believes that rate increases will help the city stay in front of these regulations which will cost the city millions of dollars.



The Oelwein City Council will evaluate and vote on the proposed rate increase in March of 2021. Rate Increases will be effective July of 2021.

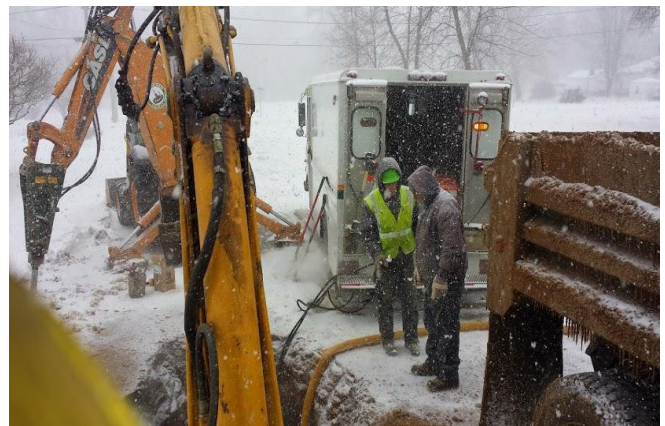
- July 2021 25 percent
- July 2022 6 percent
- July 2023 6 percent
- July 2024 2 percent
- July 2025 2 percent

The City will remove the infrastructure fee. City Council determined that cost of water should be focused on usage and not a set fee.

The City of Oelwein is working toward an aggressive rate and fee schedule for the Water utility to complete several projects as shown below:

- \$779,500 loan for Water Infrastructure Project
 - Already awarded \$600,000 in CDBG funds
- \$1,300,000 for an additional project/projects
- \$100,000 annual revenue for capital improvement projects in water

Water main breaks are too common in the City of Oelwein. Old pipes that are no longer viable continue to be used. City staff is working with City Council on a plan that allows for the city to tackle projects on the city’s timeline and not because of an Iowa Department of Natural Resources Mandate, or because of failing infrastructure. Water delivery is the most important service in the City of Oelwein. City Council is committed to providing safe drinking water 24/7.



ORDINANCE NO. ____

AN ORDINANCE AMENDING WATER AND SEWER RATES, CHAPTER 7 OF THE CODE OF ORDINANCES OF THE CITY OF OELWEIN, IOWA

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

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, and subsequent amendments, be amended, by deleting Section 7-2 (9) and replacing it with the following:

9. Normal domestic wastewater shall mean wastewater that has a BOD concentration of not more than two hundred twenty (220). A total suspended solids concentration of not more than two hundred fifty (250) mg/l and a TKN concentration of not more than thirty-five (35) mg/l.

Section 2. That the General Ordinances of the City of Oelwein adopted July 1, 2012, with subsequent amendments, be amended by deleting Section 7-2 (27) and replacing it with the following:

27. Total Suspended solids shall mean solids that either float on the surface, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

Section 3. That the General Ordinances of the City of Oelwein adopted July 1, 2012, with subsequent amendments, be amended by deleting Section 7-10 in its entirety and replacing it as follows:

SECTION 7-10 WATER RATES

1. Prior to the First of May of each year, the City Administrator shall submit the rate schedule to City Council for review.

2. The following rates shall be effective July 1, 2021, until adjusted pursuant to subparagraph (1), above:

A. Usage Charges for water furnished to users located within boundaries of the City of Oelwein:

Fiscal Year	Minimum for 75 cubic feet	Rate over 75 cubic feet per 100 cubic feet
2021-2022	\$11.13	\$4.44
2022-2023	\$11.79	\$4.70
2023-2024	\$12.50	\$4.99
2024-2025	\$12.75	\$5.09
2025-2026	\$13.01	\$5.19

East Penn qualifies for a water rate equivalent to a 5% rate reduction for seven years started January 1, 2018 and ending December 31, 2024. This discounted rate is effective when East Penn Manufacturing exceeds 150,000 cubic feet consumption monthly.

B. Charges for water furnished to users located outside the boundaries of the City of Oelwein:

Fiscal Year	Minimum for 75 cubic feet	Rate over 75 cubic feet per 100 cubic feet
-------------	---------------------------	--

2021-2022	\$21.83	\$8.84
2022-2023	\$23.13	\$9.37
2023-2024	\$24.52	\$9.93
2024-2025	\$25.01	\$10.13
2025-2026	\$25.51	\$10.33

Section 4. That the General Ordinances of the City of Oelwein adopted July 1, 2012, with subsequent amendments, be amended by deleting Section 7-27 and replacing it with the following:

SECTION 7-27. WATER TAPS.

All taps into the municipal water mains shall be made by the utility superintendent, or their designee. Allowable tap sizes shall be determined by the city. No water main shall receive larger than a one-inch (1”) tap. All taps on the side of the main shall be at least eighteen inches (18”) apart. Taps on opposite sides of the main shall not be within four (4”) inches of a point opposite any pre-existing tap. Water mains must be tapped near the mid-point between the top and bottom of said main and more than twelve inches from an existing bell or hub. The tapping fee shall be set by city council by resolution.

Section 5. That the General Ordinances of the City of Oelwein adopted July 1, 2012, with subsequent amendments, be amended by deleting Section 7-41 in its entirety and replacing it as follows:

SECTION 7-41 SAME -- SURCHARGES: SCHEDULES

1. Any user which discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the sludge from the city’s sewage treatment works, or any user which discharges any substance which is singly or by interaction with other substances causes identifiable increases in the cost of operation, maintenance or replacement of the treatment works, shall pay for such increased costs. The charge of each such user shall be as determined by the responsible plant operating personnel and approved by the city council by city resolution.

2. For those contributors who contribute wastewater, the strength of which is greater than normal domestic sewage a surcharge in addition to the normal user charge will be collected. This additional concentration is multiplied against the monthly flow and number of days to calculate the pounds for surcharge. The surcharge for operation and maintenance including replacement fee shall be established by council resolution.

Any wastewater contributor accounts listed on the City’s DNR wastewater Operating permit and/or requiring special effluent testing shall reimburse the City or pay the testing laboratory directly for the actual costs of said special tests as well as any engineering services required by the City in determining acceptance of this effluent.

Discharges approved by the City, not originating from the city metered source discharged to the City’s sewage treatment works, shall be calculated and charged using the rate of 7-10 B “Charges for water furnished to user located outside the boundaries of the City of Oelwein:” This will be in addition to any fees for required testing, surcharges or required engineering services to gain approval of the discharge.

A. Usage Charges for sewer furnished to users located within boundaries of the City of Oelwein:

Fiscal Year	Minimum for 75 cubic feet	Rate over 75 cubic feet per 100 cubic feet
2021-2022	\$15.91	\$6.62
2022-2023	\$16.71	\$6.95
2023-2024	\$17.55	\$7.29
2024-2025	\$17.90	\$7.44
2025-2026	\$18.25	\$7.59

East Penn qualifies for a sewer rate equivalent to a 5% rate reduction for seven years started January 1, 2018 and ending December 31, 2024. This discounted rate is effective when East Penn Manufacturing exceeds 150,000 cubic feet consumption monthly.

B. Charges for sewer furnished to users located outside the boundaries of the City of Oelwein:

Fiscal Year	Minimum for 75 cubic feet	Rate over 75 cubic feet per 100 cubic feet
2021-2022	\$34.16	\$6.62
2022-2023	\$35.87	\$6.95
2023-2024	\$37.66	\$7.29
2024-2025	\$38.41	\$7.44
2025-2026	\$39.18	\$7.59

Section 6. That the General Ordinances of the City of Oelwein adopted July 1, 2012, with subsequent amendments, be amended by deleting Section 7-70 (5) and replacing it with the following:

5. All taps into the municipal sanitary sewer mains shall be made by the Utility Superintendent, or their designee. The tapping fee shall be set by city council by resolution.

Section 6. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This ordinance shall become effective July 1, 2021.

First reading - April 12, 2021
 Second reading -
 Third reading -

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

 Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

Second Reading on. _____

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

AYES NAYS ABSENT ABSTAIN

- Stewart
- Seeders
- Weber
- Cantrell
- Fisk
- Payne

First Reading on: _____

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

AYES NAYS ABSENT ABSTAIN

- Stewart
- Seeders
- Weber
- Cantrell
- Fisk
- Payne

Third Reading on _____. It was moved by _____

and seconded by _____ that the Ordinance as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

- Stewart
- Seeders
- Weber
- Cantrell
- Fisk
- Payne

RESOLUTION NO. _____

RESOLUTION TO APPLY FOR FINANCIAL ASSISTANCE WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)

A resolution of the City Council of the City of Oelwein agreeing to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance repairs to the Oelwein Police Department Heating and Cooling System and the Oelwein Fire Department Aerial Fire Truck Apparatus.

Be it further resolved that the City Council of the City of Oelwein authorizes the Mayor and/or City Administrator to sign all documents relating to the USDA Rural Development loan and/or grant.

Passed and Approved this _____ day of April, 2021.

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded _____, 2021.

Dylan Mulfinger, City Administrator

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
- Payne
- Fisk
- Seeders



FUSION FORWARD

DESIGN & MARKETING

Services Provided:

Meeting and Counsel. FUSION FORWARD will be available and will make reasonable efforts to attend all Client business functions which Client desires FUSION FORWARD to attend that are related to the purpose of this Agreement. FUSION FORWARD will be available in person, by telephone and/or email during normal business hours, from 9 AM to 5 PM, CST, Monday – Friday. FUSION FORWARD will provide advice and consulting with respect to the Services. Consulting may include recommendations to the Client’s staff and representatives on proper timing, means and delivery of communicating for and promoting the Client.

Writing. FUSION FORWARD will write press releases and other communications for public distribution, as directed. The Services shall include time spent by FUSION FORWARD to plan, research, set strategic goals, maintain branding and revising projects for Client.

Social Media. FUSION FORWARD will assist with content and postings on Client’s Facebook, Twitter and other social media platforms. Client will give FUSION FORWARD admin access to these accounts for the duration of this Agreement to allow FUSION FORWARD to carry out the Services.

Website. FUSION FORWARD will make website design, updates and text/image updates.

Branding. FUSION FORWARD will provide branding and marketing strategies, as well as design of marketing materials.

Media Contact. FUSION FORWARD shall distribute communications intended for media outlet to relevant media representatives.

Ordinary Expenses. FUSION FORWARD shall pay for its own typical and ordinary business expenses, such as local travel and normal office expenses.

Pricing Breakdown:

_____ 10 hours of Monthly Marketing	\$700.00/month
x 20 hours of Monthly Marketing	\$1,300/month
_____ 40 hours of Monthly Marketing	\$2,400/month

Fusion Forward References

Terra is very helpful! I did all of the write up for this; and she places everything.

IDK if you knew that, but wanted to convey.

Have fun! How exciting!

Susan Gruber
Controller



We have had Fusion Forward help us with our website and sign needs. They are super helpful, and quick to respond. When I was unsure of what to do for a sign outside our building, they gave me a few ideas with pricing and helped me make a decision that best fit our needs. Our website is not complete yet, they are waiting for stuff from me, but whenever I need to make a change or add something, they are easy to get in contact with and they get stuff changed right away! They are a great company to work with, I highly recommend them for your needs!

Thanks for reaching out.

Samantha Hardy
QC|Plastics- Office Manager

From my perspective, it's been outstanding.

Our district has had the opportunity to sit down with them and go over our goals and wishes.

They've given us ideas and options to look at, they provide monthly analytics on what's working and what's not. Working with FF has taken a load off our plate and it's improved our communication with the community.

I don't have anything negative to say... I've worked with 2 other (School) Website companies and FF has far surpassed them both.

If you have any specific questions, feel free to reach out,

Russell Reiter, Superintendent
Independence Community School District

Phone Conversation with Lisa Kremer, Director, Buchanan Co. Economic Development

Very satisfied with Fusion Forward. They are still in the development stage of the new website. Good to work with and if they have any issues they are solved in a very timely manner.

Thank you so much for reaching out about our experience with Fusion Forward. Fusion Forward re-designed our website last fall, and we were extremely pleased with their work. They communicated with us well, they met every deadline that was set, and they anticipated our needs before we did. Our knowledge of website redevelopment was limited, so they more than adequately walked us through the process and provided suggestions that resulted in a product with which we are very pleased.

Not only would I recommend them to other entities, but I will also be happy to contract with them again for future needs.

Have a great day -

Mae



Mae Hingtgen, MFCS
Chief Executive Officer
MH/DS of the East Central Region

This is **EXHIBIT K**, consisting of two (2) pages, plus attachments, referred to in and part of the **Master Agreement between Owner and Engineer for Professional Services** dated September 15, 2008.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1

1. BACKGROUND DATA:

- a. Effective Date of Owner-Engineer Agreement: September 15, 2008 – Master Agreement August 26, 2013 – Task Order No. 12
- b. Owner: City of Oelwein
- c. Engineer: FOX Engineering Associates, Inc.
- d. Project: Oelwein Well and Disinfection Improvements

2. DESCRIPTION OF MODIFICATIONS:

- a. The Scope of Services currently authorized to be performed by Engineer in accordance with the Agreement and previous amendments, if any, is modified as follows:
 - 1. Tasker Order No. 12 is amended to include an additional fixed fee of \$16,228 to Task 600 – Construction Phase under Section A1.05 as per Exhibit A. This provides additional construction administration services for the construction period extending beyond the contractual final completion date of November 30, 2018.

- b. For the modifications to engineering services set forth above, Owner shall pay Engineer the following compensation:

Task Series	Basis of Fee	Current Amount	Change	Revised Amount
600 - Construction Phase	Method A-Lump Sum	\$48,700	+\$16,228	\$64,928

- c. The schedule for rendering services is modified as follows:
 - 1. The intent of this Task is to provide additional construction administration services for the construction period extending beyond the original final completion date of November 30, 2018 to the revised final completion date of November 13, 2020.
- d. Other portions of the Agreement (including previous amendments, if any) are modified as follows: *(no additional modifications noted)*.
- e. The responsibilities of Owner are modified as follows: *(no additional modifications noted)*.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER:

City of Oelwein, Iowa

By: _____

Title: _____

Date Signed: _____

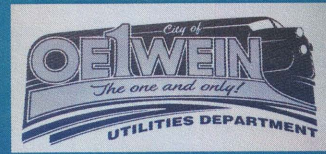
ENGINEER:

FOX Engineering Associates, Inc.

By: Lance Aldrich, P.E. *Lance Aldrich*

Title: Project Manager/Principal

Date Signed: 3/15/21



Memo

To: Honorable Mayor & City Council,

From: Utility Superintendent Victor Kane

CC: City Administrator Dylan Mulfinger

Reference: Road Tile - Wings East Addition

Date: 04/06/21

Greetings,

Last fall we were unable to complete this project due to timing and contractor workloads. We have now received 2 estimates for the installation of the drainage tile along 13th Ave NE in the Wings East Addition. This is for the City portion only and does not include any of the private hookups requested to tie into this line.

Oasis Pump Service estimated \$31,872.00.

West Union Trenching estimated \$10,700.00.

I recommend that we hire West Union Trenching to complete this project.

Thank you for your time.

Victor Kane

From the Desk of
Oelwein Utility Superintendent Victor Kane



1332 N. Franklin, Manchester, Iowa 52057
 563-927-6503 888-666-6503
 www.oasiswell.com

Estimate

DATE	ESTIMATE NO.
3/16/2021	944

NAME / ADDRESS

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

DESCRIPTION	QTY	PRICE	TOTAL
13th Ave. Project			
Work Scope Estimate			
Install Directional Drill 560 Ft. 4" Certilock Tap, Storm intake, Install Cleanout access, Vac & Locate utilities and seed & backfill connections			
Directional Drill on grade 550 Ft.	550	34.00	18,700.00
Pot Hole Utilities with Vac		3,000.00	3,000.00
Connections		2,640.00	2,640.00
4" Certiloc 560 Ft.	560	7.20	4,032.00
Seed & Backfill Connections		3,500.00	3,500.00
This Estimate is good for 20 days			
All Accounts Due 15 Days After Date of Purchase or on Completion of Job. 1½% (18% Ann) Service Charge Added to Overdue Accounts. Minimum Charge \$4.00.			
Thank you for considering our business for your needs.		TOTAL	\$31,872.00

WEST UNION TRENCHING

800 Highway 150 South, West Union, IA 52175
563-422-5900 - www.bore4u.com

Estimate

Date	Estimate #
3/31/2021	21024

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

Qty	Description	Rate	Total
535	Location: 13th Ave & 2nd St SE Oelwein IA Install 4" Sub Drain Directional bore 4" to grade and hook into Storm Drain Intake * All footages are approximate * If rock is encountered, prices will negotiated at that time * Prices given are for labor and pipe only * Any permits required are to be obtained by owner * All plans and staking to be provided by owner * Any locating of private utilities done by West Union Trenching will be at property owners expense @ \$75/hr	20.00	10,700.00
			0.00
Total			\$10,700.00

Please contact Erich Gamm with any questions @ 563-380-4336.



Miller's Construction Inc
1874 105th St
Hazleton, IA 50641



Estimate

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

Date	Estimate #
4/8/2021	2833

Name / Address		Customer Phone:	Project
City of Oelwein 20 2nd Ave SW Oelwein, IA 50662			
			SIDEWALK AT ...

Item	Description
Concrete Labor	4X75 SIDEWALK WITH CURB AND NEW PRECAST STEPS 4X4 SIDEWALK LANDING TO PARKING LOT, THEN SLOPE SIDEWALK AT A 2 PERCENT SLOPE
Concrete Materials	CUT CURB OR REMOVE AND REPOUR CURB AT A 2 PERCENT SLOPE TO MATCH SLOPE OF SIDEWALK. REMOVE AND DISPOSE OLD PRECAST STEP, CONCRETE CURB AND ROAD THAT IS TO BE CUT OUT REMOVE DIRT TO ALLOW 6" ROCK BASE AND COMPACT POUR NEW CURB WITH 4000 PSI CONCRETE WITH 2-1/2" REBAR POUR NEW SIDEWALK WITH 4000 PSI CONCRETE 4" WITH 2-1/2" REBAR RUNNING CONTINUOUSLY PLACE 1/2" EXPANSION ALONG BUILDING AND 1/4" EXPANSION ALONG CURB PLACE SAW CUTS TO HELP WITH STRESS CRACKS PLACE NEW PRECAST STEP 4' WIDE WITH A 5' PLATFORM AND RAILING
Concrete	Incl. all materials needed to complete above work description.
Building Permits	Concrete Building Permits

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.

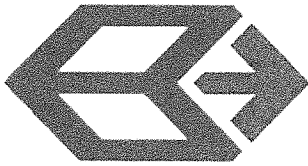
PAYMENT POLICY:

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 _____	Subtotal	\$5,411.00
Miller's Construction Inc. Rep. _____ Date _____	Sales Tax (0.0%)	\$0.00
	Total	\$5,411.00



BAKER
ENTERPRISES, INC.

PROPOSAL / CONTRACT

April 7, 2021

City of Oelwein, Iowa
Attn: Jay Shekleton
20 2nd Ave SW
Oelwein, Iowa 50662

RE: Sidewalk work along City Hall

We propose to furnish all material, equipment, and labor to do the following:

- 1. Saw cutting
- 2. Curb and gutter/parking lot removal (includes existing precast stair removal)
- 3. Core out of existing material
- 4. Subbase
- 5. 272 SF of 4" x 4' PCC sidewalk
- 6. 40 LF of new curb and gutter
- 7. 4' x 5' x 21" Precast stairs, includes railing

Total cost for work above: \$7,950.00

NOTES:

If 4' x 6' landing is needed, price will be adjust for cast in place stairs.

Excludes:

Landscaping/seeding

Proposal may be withdrawn by us if not accepted within 30 days from date above.

Accepted By: _____ Date: _____

Thank you for the opportunity to quote this for you.

Respectfully,

Josh Kullen

Josh Kullen

All material is guaranteed to be as specified. All work will be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving a change in the scope of work or a change in the contract price will require a written change order.
Our workers are fully covered by Workers Compensation and Liability Insurance.

After acceptance, please send one copy back to our office and retain one copy for your records.

**245 Lakeview Drive, PO Box 44
Clermont, IA 52135
563-423-5000 FAX: 563-423-3000**

**2203 E. Bremer Ave., PO Box 277
Waverly, IA 50677
319-352-2193 FAX: 319-352-2473**



April 8, 2021

MEMO RE:
Community Development Sidewalk

Council,

The attached bids are for a sidewalk improvement located on the NW side of City Hall. The new sidewalk and stairs would meet current safety standards and provide safe entry and exit of the building to the public and employees.

It is the Building Officials recommendation to award the construction bid to Miller Construction.

Sincerely,

A handwritten signature in black ink, appearing to read "Jay Shekleton", written over a horizontal line.

Jay Shekleton
Building Official/Zoning Administrator



RESIDENTIAL DEMOLITION ASSISTANCE APPLICATION

Demolition cost assistance for up to 50 percent, with a limit not to exceed \$5,000 is available from the City of Oelwein through Neighborhood Revitalization Program Funds. Application deadlines are January 1, April 1, July 1 and October 1 annually. Along with the application, two demolition bids must be included for consideration. All qualified applications will be reviewed and prioritized by the Oelwein City Council. Reimbursement of funds will be awarded 30 days after demolition, once the final demolition invoice and proof of payment are provided and a successful inspection is completed by a Code Enforcement Officer.

A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

PROJECT INFORMATION

Address of Property
to be Demolished:

25 3rd St. N.W

Applicant Name:

Andrea Bailey

Owner Name:

Andrea & Ben Bailey #

Mailing Address:

21 3rd St. N.W

City, State, Zip:

Oelwein, IA 50662

Phone:

319-283-8818

E-mail Address:

memorex3510@yahoo.com

Legal Description:

Lot 2 Blk 7 Martins 3rd Add.
Parcel # 1821134016

Application date:

3-17-21

If qualified applicant has received Economic Development Neighborhood Revitalization Program funding for any other qualified property, for each property state the following:

Year awarded

Project (address of property)

Amount awarded

List last date the structure was continuously occupied Dec. 13th 2018

List the last time this structure was served by utilities Jan. 31 - 2019 water
June 18 - 2020 meter removed - electric
Oct. 2nd - 2020 meter removed - gas

If Applicant is qualified as the purchaser pursuant to a valid offer to buy the qualified property, then attach a copy of offer to buy or other purchase contract document.

List partners and identify participation in the project (such as, financial, administrative, etc.):

Partner

Identify participation in project

(For Official Use Only)

Community Development Department Application Review

Application reviewed on: March 30, 2021

Application reviewed by: Jay Shekleton

Comments: The structure is in poor condition due to the open roof, deteriorated siding & roofing material, broken windows. All the electrical & plumbing pipes have been exposed to exterior elements & freezing conditions. This structure has been a nuisance property with several attempts to contact the previous owners with no response. It is in the Building Officials opinion this property should be demolished.

Bryan Construction Inc
 1302 Outer Rd
 Oelwein, IA. 50662

Estimate

DATE	ESTIMATE NO.
1/6/2021	2358

NAME / ADDRESS
Ben Baily 21 3RD ST. NW Oelwein, IA 50662

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
Demolition House, Garage And Yard Structures 25 3RD ST. NW Oelwein 1. Cap Utilities As Required By City 2. Provide Demolition Permit 3. Remove Trees As Needed 4. Demolish House And Garage Foundation 5. Transport / Disposal Of House And Contents At Black Hawk County Landfill 6. Remove Foundation And Provide Clean Fill To Minimum 4' Depth 7. All Work To Be In Compliance With Governing Regulations 8. Tire Removal Fee Is \$20.00 Each (Not Included)		10,400.00	10,400.00
Proposal Valid For 30 Days		TOTAL	\$10,400.00

Brewer Construction, LLC

1251 Fontana Blvd
 Hazleton, IA 50641

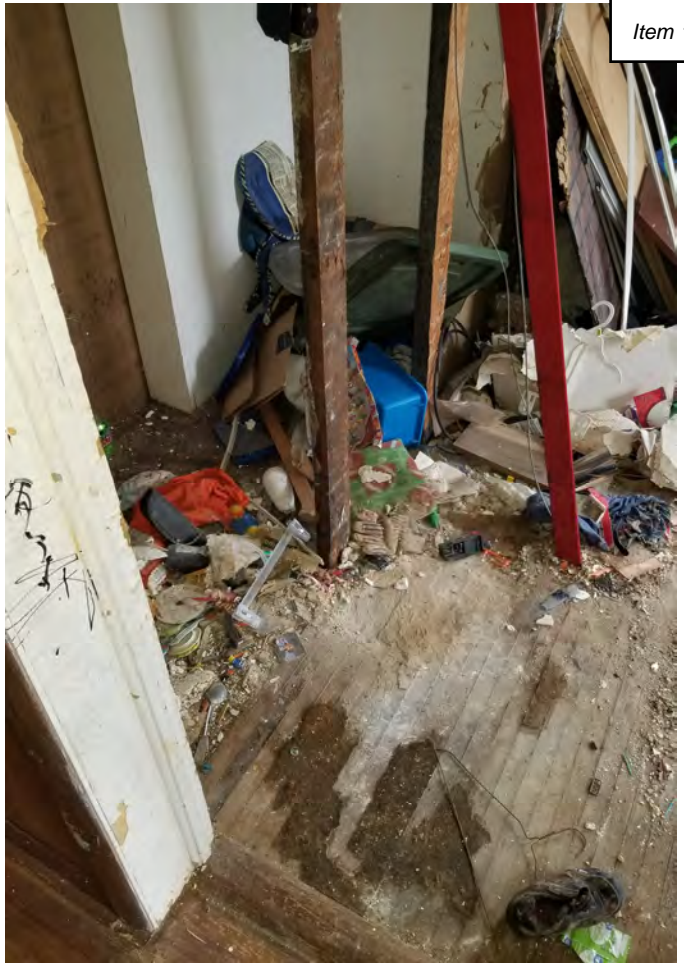
Estimate

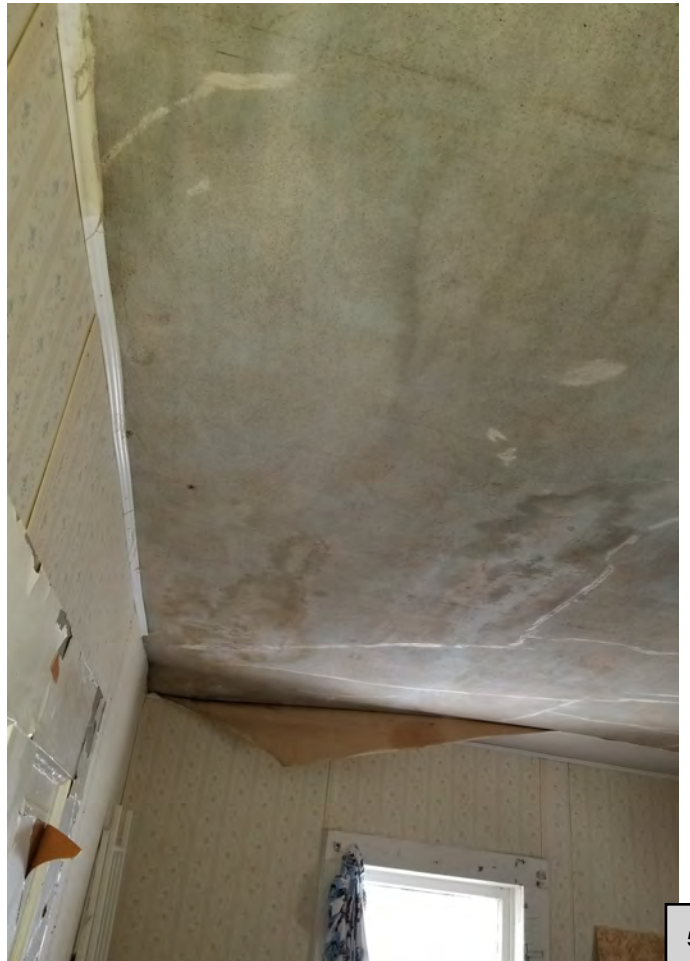
Date	Estimate #
3/11/2021	497

Name / Address
Andrea Baily 3rd St. N.W. Oelwein IA 50662

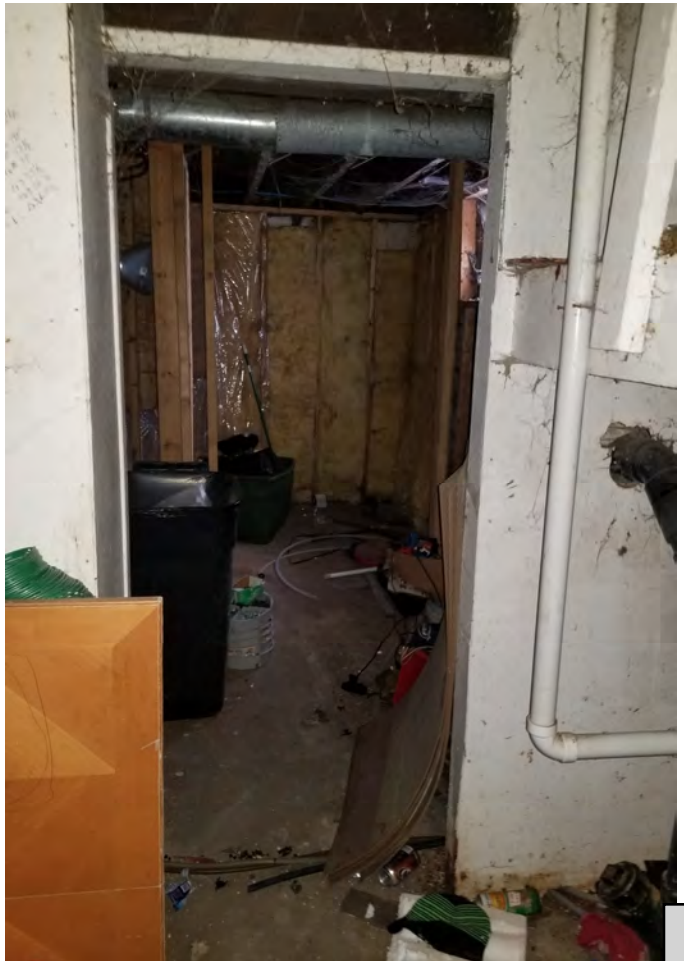
			Project
Description	Qty	Cost	Total
Demolish house at 25 3rd street N.W. oelwein iowa	1	10,880.00	10,880.00
Building Permits	1	100.00	100.00
All work done to City spec.			
Prices quoted good for 60 days		Total	\$10,980.00

Customer Signature _____

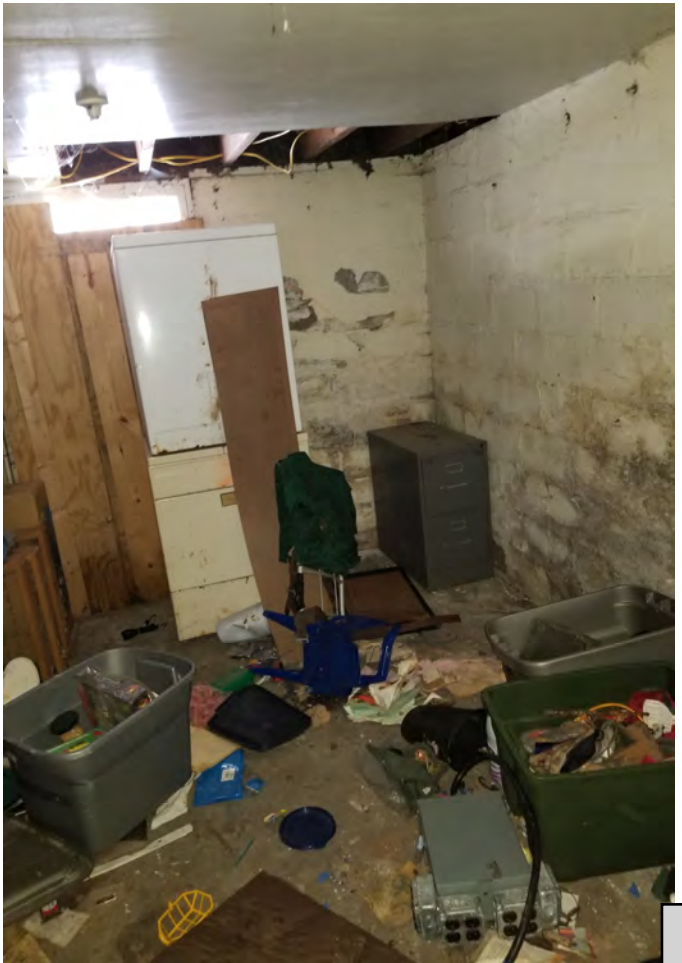












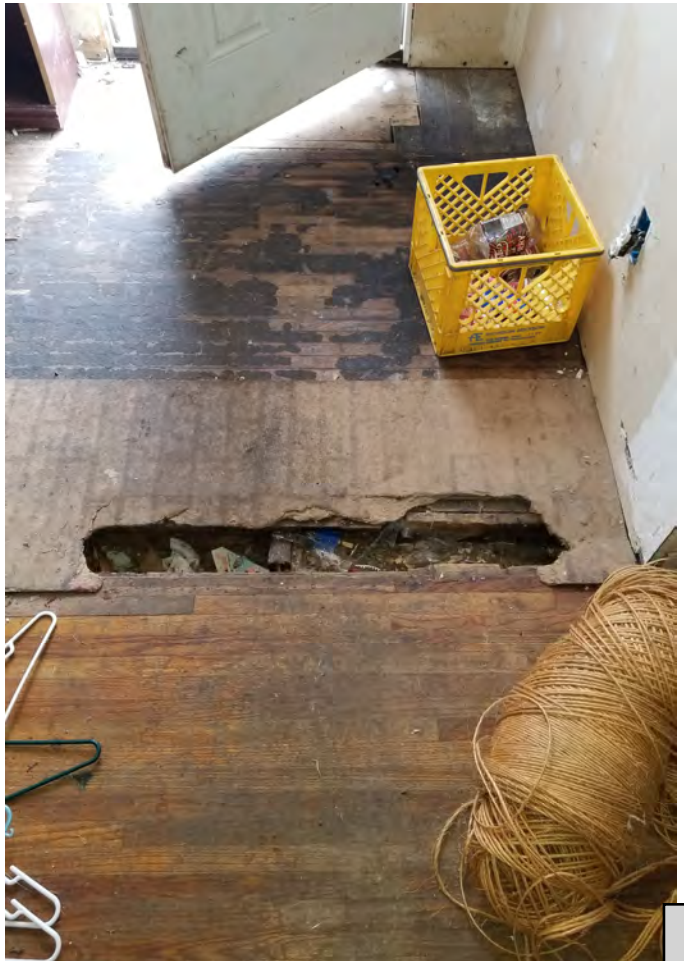
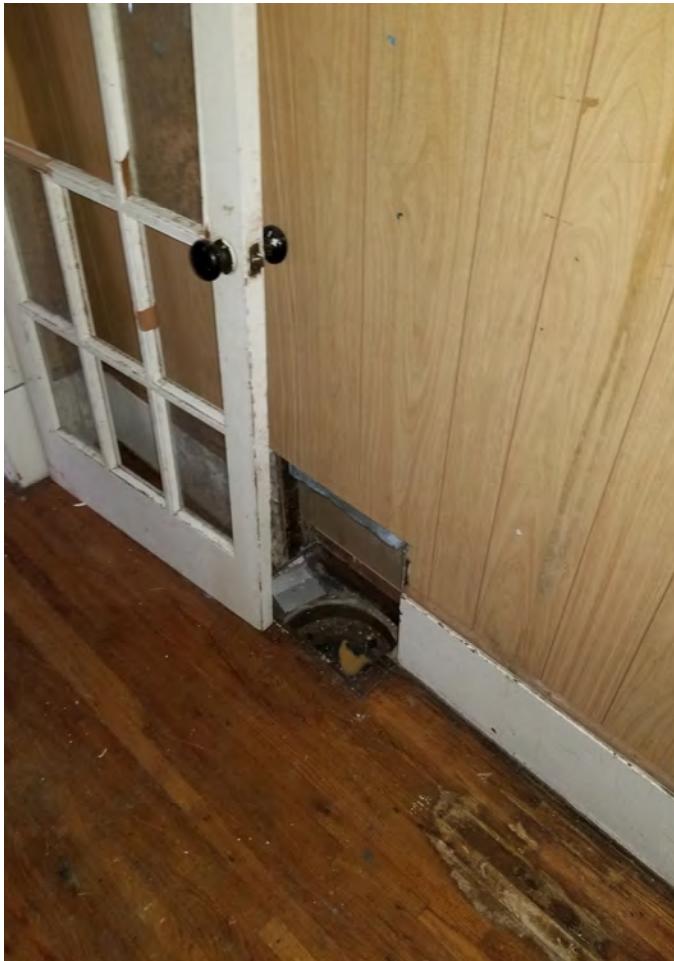


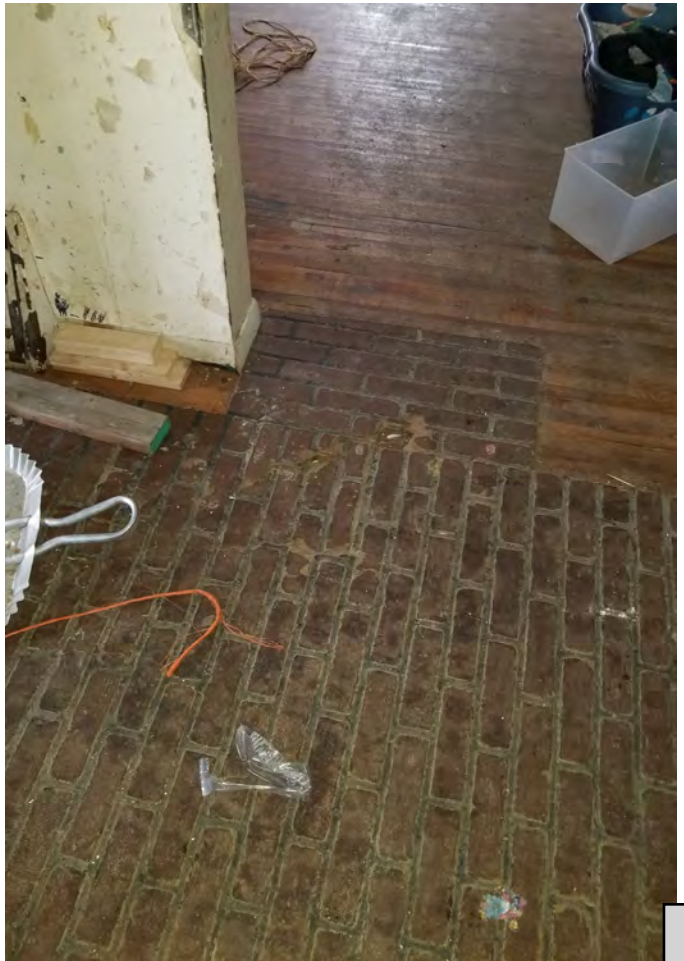


















DEMOLITION ASSISTANCE APPLICATION

Demolition cost assistance for up to 50 percent, with a limit not to exceed \$5,000 is available from the City of Oelwein through Neighborhood Revitalization Program Funds. Application deadlines are January 1, April 1, July 1 and October 1 annually. Along with the application, two demolition bids must be included for consideration. All qualified applications will be reviewed and prioritized by the Oelwein City Council. Reimbursement of funds will be awarded 30 days after demolition, once the final demolition invoice and proof of payment are provided and a successful inspection is completed by a Code Enforcement Officer.

A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

PROJECT INFORMATION

Address of Property
to be Demolished:

104 8th Ave SW

Applicant Name:

Rafael Rogel

Owner Name:

Rafael Rogel

Mailing Address:

1840 Bever Ave SE

City, State, Zip:

Cedar Rapids

Phone:

319-491-1763

E-mail Address:

rafa.rogel.5@gmail.com

Legal Description:

Application date:

2/16/21

Brewer Construction, LLC
1251 Fontana Blvd
Hazleton, IA 50641

Estimate

Date	Estimate #
3/11/2021	498

Name / Address
Rafael Rogel 104 8th Ave. S.W. Oelwein IA 50662

Project

Description	Qty	Cost	Total
Demolition and disposal of house at above address. All work done to City spec.	1	8,050.00	8,050.00
Building Permits	1	100.00	100.00
Contractor will require letter from homeowners bank guaranteed funds.			
Prices quoted good for 60 days		Total	\$8,150.00

Customer Signature _____

Bryan Construction Inc
 1302 Outer Rd
 Oelwein, IA. 50662

Estimate

DATE	ESTIMATE NO.
3/28/2021	2366

NAME / ADDRESS
Rafael Rogel

PROJECT

DESCRIPTION	QTY	COST	TOTAL
Demolition House 104 8th Ave SW Oelwein 1. Cap Utilities As Required By City 2. Provide City Of Oelwein Building Permit 3. Remove Trees As Needed 4. Demolish House 5. Transport / Disposal Of House. Garage And Contents At Black Hawk County Landfill 6. Remove Foundations And Provide Clean Fill To Minimum 4' Depth 7. All Work To Be In Compliance With Governing Regulations 8. Tire Removal Fee Is \$20.00 Each (Not Included) 9. City may or may not require replacement of curb and gutter if driveway is removed. Cost of this work is not included. Full payment is required pryer to work starting. If applying for City cost sharing, a paid invoice and scale tickets will be submitted to The City for your cost sharing reimbursement.		6,700.00	6,700.00
Proposal Valid For 30 Days	TOTAL		\$6,700.00





















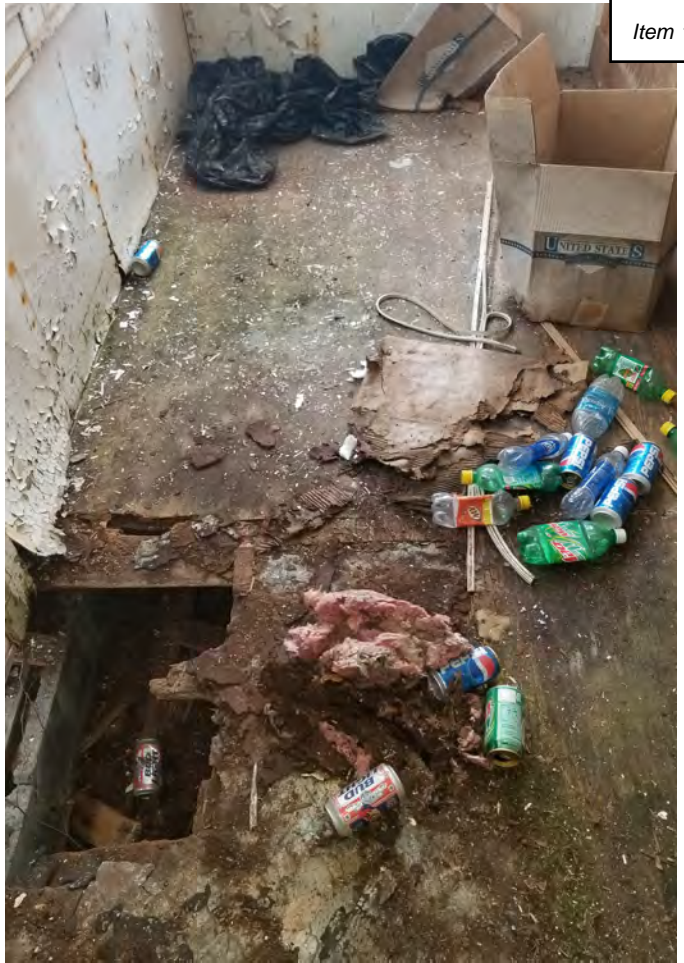






















DEMOLITION ASSISTANCE APPLICATION

Demolition cost assistance for up to 50 percent, with a limit not to exceed \$5,000 is available from the City of Oelwein through Neighborhood Revitalization Program Funds. Application deadlines are January 1, April 1, July 1 and October 1 annually. Along with the application, two demolition bids must be included for consideration. All qualified applications will be reviewed and prioritized by the Oelwein City Council. Reimbursement of funds will be awarded 30 days after demolition, once the final demolition invoice and proof of payment are provided and a successful inspection is completed by a Code Enforcement Officer.

A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

PROJECT INFORMATION

Address of Property to be Demolished: 374th AVE S.E. oelwein, IA

Applicant Name: Bianca Treviño

Owner Name: Bianca Treviño

Mailing Address: 305 6th ave

City, State, Zip: oelwein, IA 50602

Phone: 319-264-0346

E-mail Address: trevinob8607@gmail.com

Legal Description:

Application date: 4/6/21

Is the property cleaned out? If not, why?

(Attach additional page if necessary)

In the process of cleaning out property, Dumpsters being delivered this week. planning on cleaning everything we can/taking out as well.

Why do you need the financial assistance on the tear down?

(Attach additional page if necessary)

financially my family and I can not afford on our own.

What is the future of this property?

to be merged with neighbors lot, for use as a yard.

If qualified applicant has received Economic Development Neighborhood Revitalization Program funding for any other qualified property, for each property state the following:

Year awarded Project (address of property)

Amount awarded

List last date the structure was continuously occupied

List the last time this structure was served by utilities

If Applicant is qualified as the purchaser pursuant to a valid offer to buy the qualified property, then attach a copy of offer to buy or other purchase contract document.

List partners and identify participation in the project (such as, financial, administrative, etc.):

Partner Identify participation in project

(For Official Use Only)

Community Development Department Application Review

Application reviewed on: 4/7/21

Application reviewed by: Jay Shekleton

Comments:

The interior condition of the structure and the deteriorated foundation is enough proof or evidence the dwelling & garage should be demolished. Foundation is collapsing, roof covering is deteriorated allowing water to enter the structure, ceiling covering is failing due to water damage. Basement was not fully inspected because of sewage.

Bryan Construction Inc

1302 Outer Rd
Oelwein, IA. 50662

Item 17.

Estimate

DATE	ESTIMATE NO.
4/6/2021	2368

NAME / ADDRESS
Bianca Trevino

PROJECT

DESCRIPTION	QTY	COST	TOTAL
Demolition House And Garage 37 4th Ave SE 1. Cap Utilities As Required By City 2. Provide City Of Oelwein Building Permit 3. Remove Trees As Needed 4. Demolish House And Garage 5. Transport / Disposal Of House, Garage And Contents At Black Hawk County Landfill 6. Remove Foundations And Provide Clean Fill To Minimum 4' Depth 7. All Work To Be In Compliance With Governing Regulations 8. Tire Removal Fee Is \$20.00 Each (Not Included) 9. City may or may not require replacement of curb and gutter if driveway is removed. Cost of this work is not included. Upon receipt of full payment, a paid invoice and scale tickets will be submitted to The City for your cost sharing reimbursement.		8,600.00	8,600.00

Proposal Valid For 30 Days	TOTAL	\$8,600.00
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Miller's Construction Inc
1874 105th St
Hazleton, IA 50641



Estimate

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

Date	Estimate #
4/7/2021	2829

Name / Address
Bianca Trevino 37 4th Ave SE Oelwein, IA 50662

Customer Phone:
319-238-9696

Project
Demolition

Item	Description
Construction Labor	DEMOLITION OF HOUSE AND GARAGE Outside slate siding must be removed and disposed of by the others. Any asbestos content must be removed and disposed of by others. Demolish and dispose of existing house and garage. Fill in crawl space hole with clay, top with black dirt. Conventional seeding. This job will be completed to City of Oelwein specifications. Incl. all materials needed to complete above work description. Building Permits
Construction Materials	
Waste	
Large Excavator Delivery	
Large Excavator Pickup Building Permits	

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	\$8,099.60
Sales Tax (7.0%)	\$445.45
Total	\$8,545.05

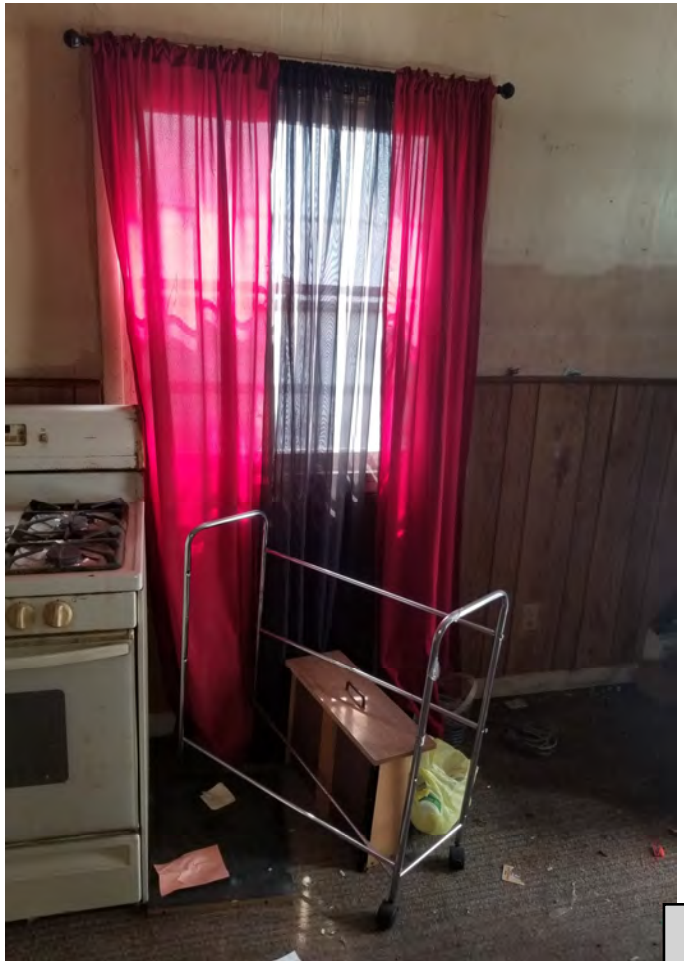




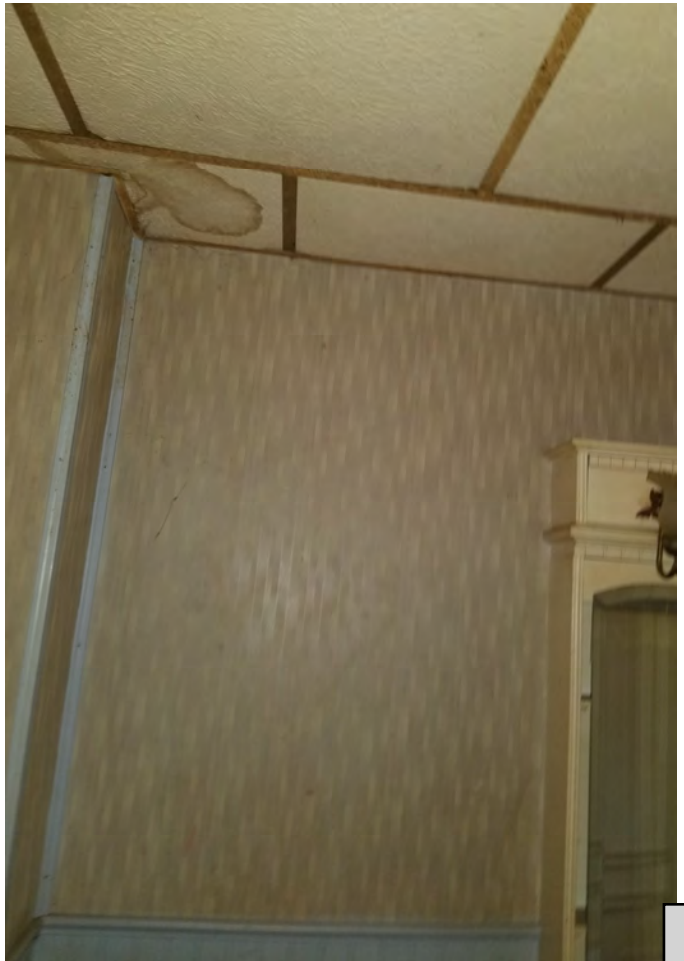


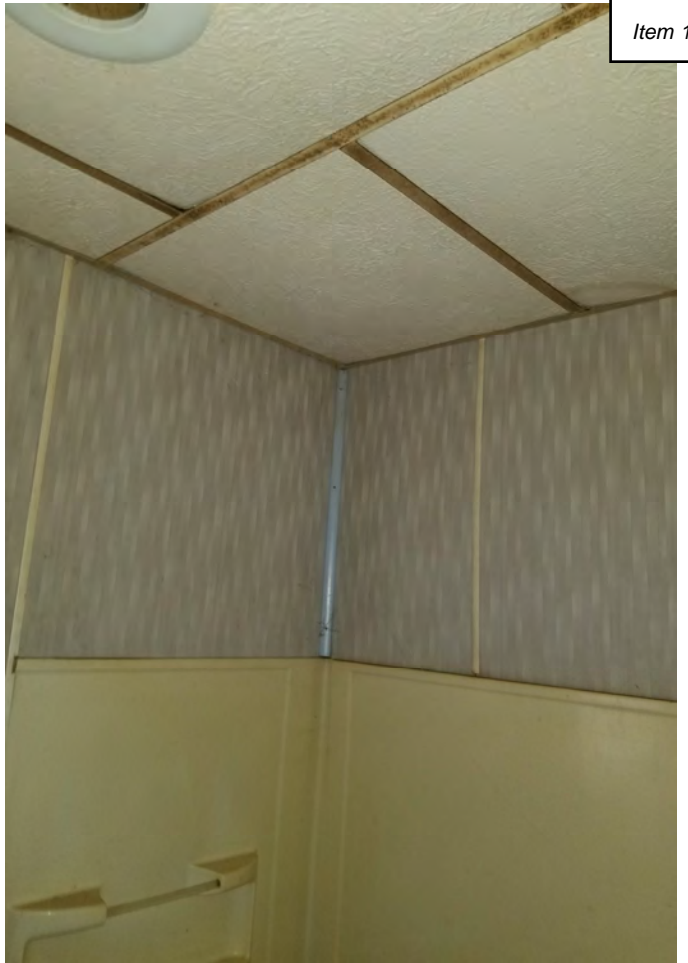








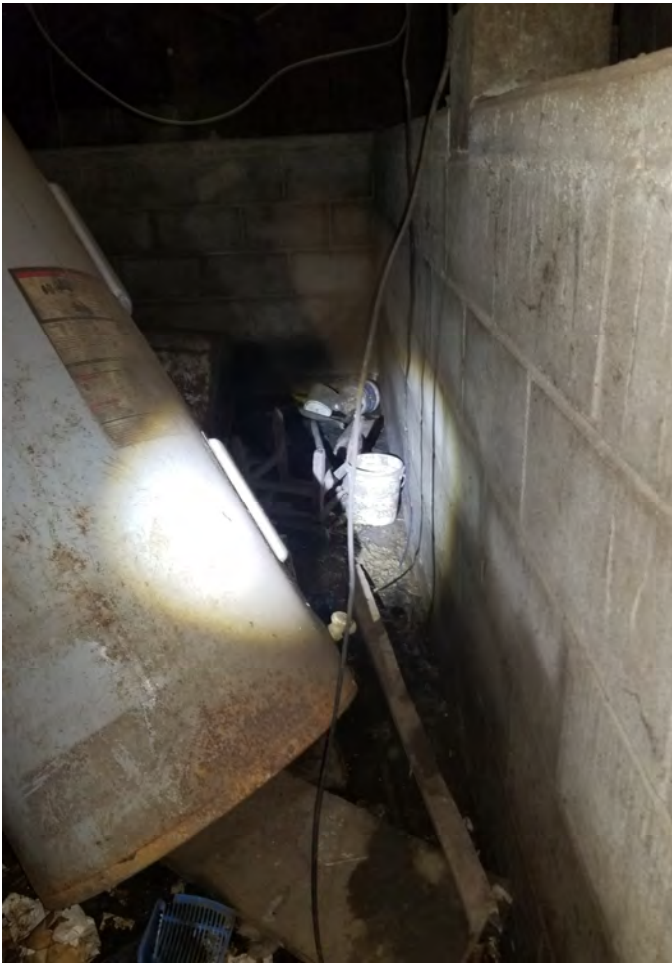


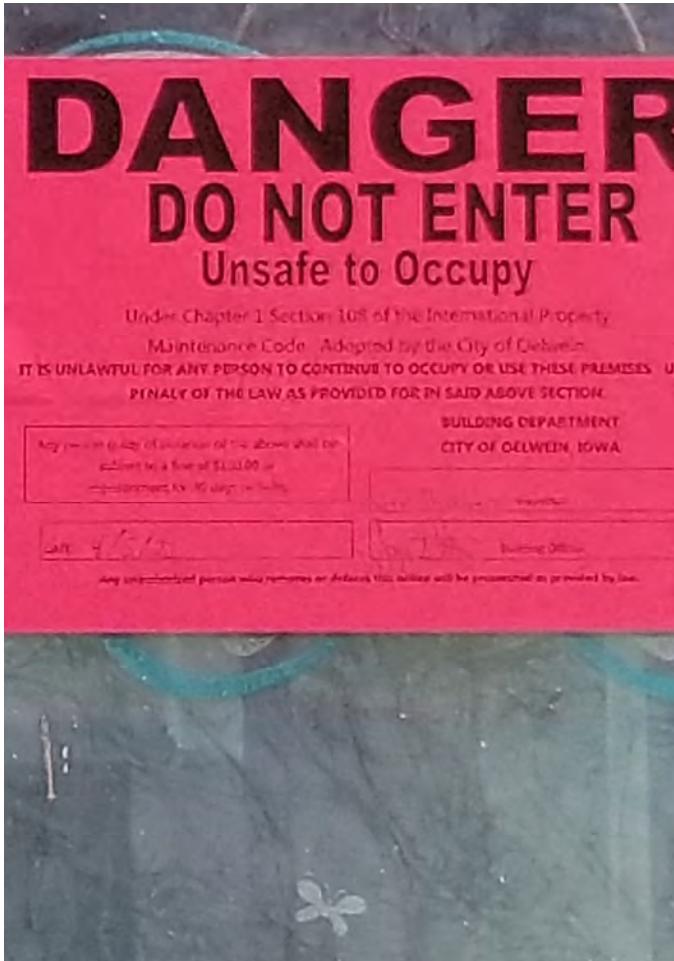


















DEMOLITION ASSISTANCE APPLICATION

Demolition cost assistance for up to 50 percent, with a limit not to exceed \$5,000 is available from the City of Oelwein through Neighborhood Revitalization Program Funds. Application deadlines are January 1, April 1, July 1 and October 1 annually. Along with the application, two demolition bids must be included for consideration. All qualified applications will be reviewed and prioritized by the Oelwein City Council. Reimbursement of funds will be awarded 30 days after demolition, once the final demolition invoice and proof of payment are provided and a successful inspection is completed by a Code Enforcement Officer.

A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

PROJECT INFORMATION

Address of Property 125-7th AVE NE. OELWEIN IA
to be Demolished:

Applicant Name: GERARD VANDEVEDE

Owner Name: GERARD VANDEVEDE

Mailing Address: 216 WESTLINE DR

City, State, Zip: HAZLETON IA 50641

Phone: 319-350-6710

E-mail Address: glv190xt@hotmail.com

Legal Description:

Application date:

Is the property cleaned out? If not, why?

(Attach additional page if necessary)

NO. WILL REMOVE LUMBER + PERSONAL ITEMS IN STORAGE THERE.

Why do you need the financial assistance on the tear down?

(Attach additional page if necessary)

CURRENT FINANCIAL POSITION IS STRUGGLING.

What is the future of this property? SELL LOT

If qualified applicant has received Economic Development Neighborhood Revitalization Program funding for any other qualified property, for each property state the following: N/A

Year awarded Project (address of property)

Amount awarded

List last date the structure was continuously occupied UNKNOWN

List the last time this structure was served by utilities 2020

If Applicant is qualified as the purchaser pursuant to a valid offer to buy the qualified property, then attach a copy of offer to buy or other purchase contract document.

List partners and identify participation in the project (such as, financial, administrative, etc.):

Partner Identify participation in project

(For Official Use Only)

Community Development Department Application Review

Application reviewed on: April 7, 2021

Application reviewed by: Jay Shekleton

Comments: ~~Property~~ ^{dwelling} is deteriorating, infested with vermin, neighbors have complained of raccoons in the structure (signs shown in pictures). There are overgrown nuisance trees, foundation is failing. It is the building officials recommendation this home be demolished.

Brewer Construction, LLC

1251 Fontana Blvd
Hazleton, IA 50641

Item 17.

Estimate

Date	Estimate #
3/21/2021	503

Name / Address
Jerry Vandevoorde Hazleton IA 50641

Project

Description	Qty	Cost	Total
Demolish and haul away condemned house at 125 7th Ave NE Oelwein.	1	8,200.00	8,200.00
Permits	1	75.00	75.00
All work done in compliance with Oelwein specs.			
Prices quoted good for 60 days		Total	\$8,275.00

Customer Signature _____

Bryan Construction Inc

1302 Outer Rd
Oelwein, IA. 50662

Item 17.

Estimate

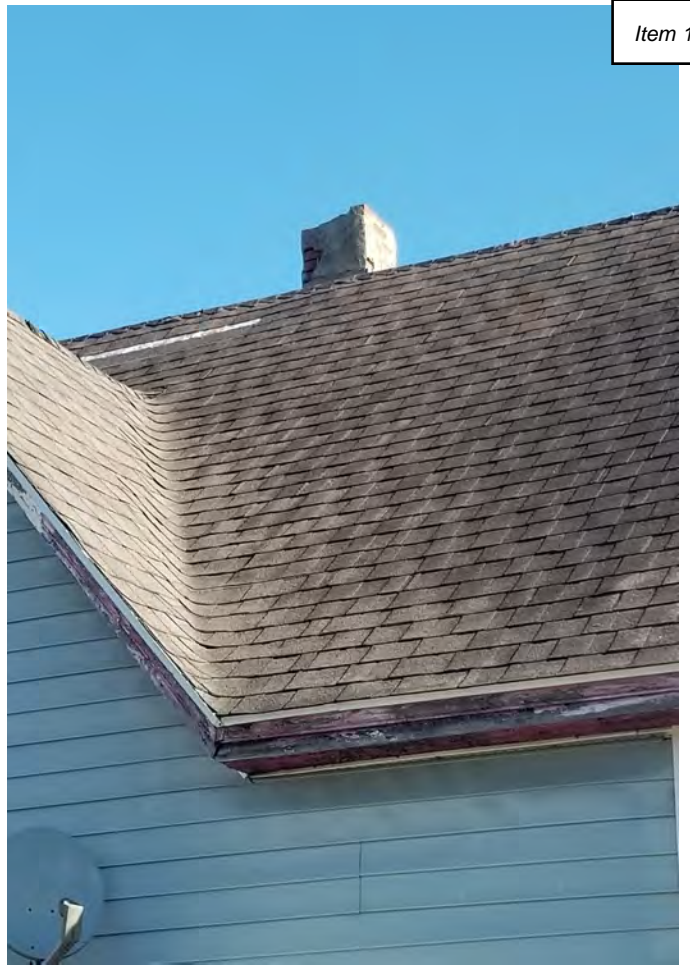
DATE	ESTIMATE NO.
4/3/2021	2367

NAME / ADDRESS
Gerry VandeVorde 216 Westline Drive Hazelton, IA 50641

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
Demolition House 125 7th Ave NE Oelwein 1. Cap Utilities As Required By City 2. Provide City Of Oelwein Building Permit 3. Remove Trees As Needed 4. Demolish House 5. Transport / Disposal Of House, Garage And Contents At Black Hawk County Landfill 6. Remove Foundations And Provide Clean Fill To Minimum 4' Depth 7. All Work To Be In Compliance With Governing Regulations 8. Tire Removal Fee Is \$20.00 Each (Not Included) 9. City may or may not require replacement of curb and gutter if driveway is removed. Cost of this work is not included. Upon receipt of full payment, a paid invoice and scale tickets will be submitted to The City for your cost sharing reimbursement.		7,600.00	7,600.00
Proposal Valid For 30 Days		TOTAL	\$7,600.00





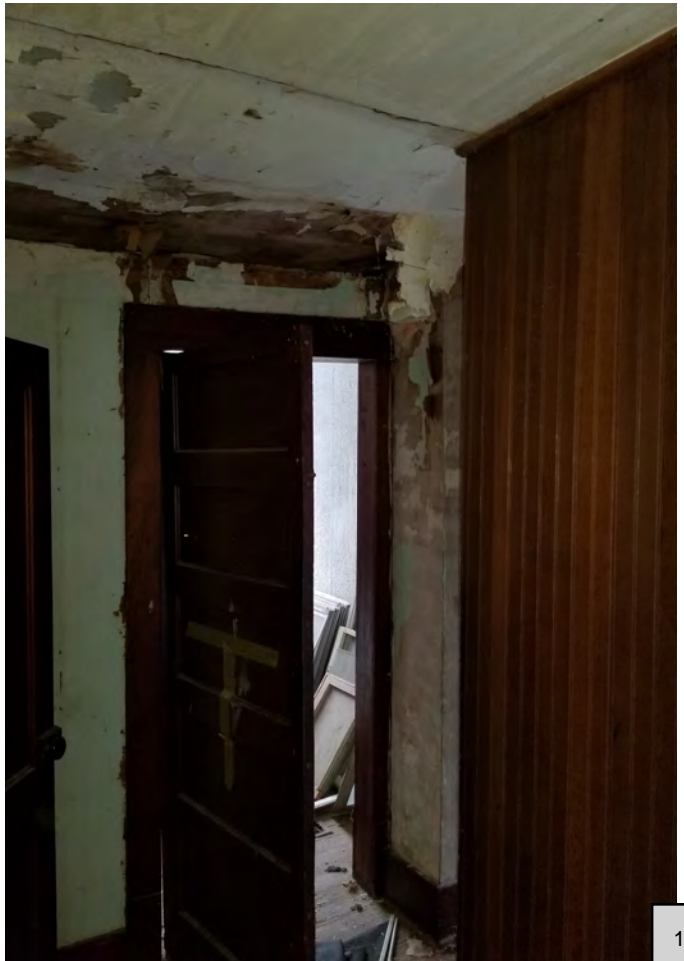




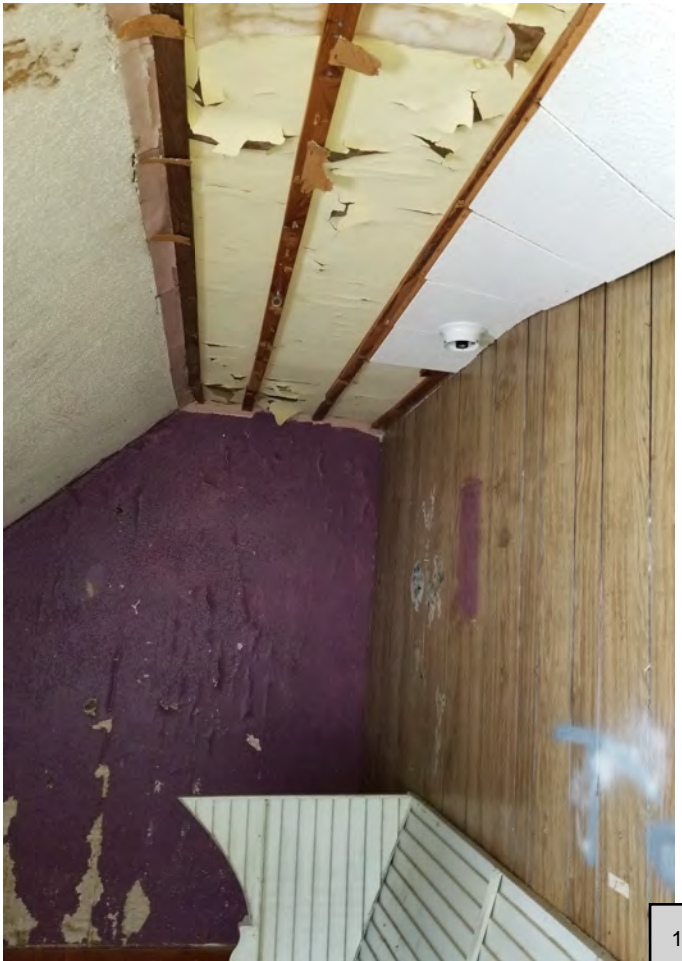






















DEMOLITION ASSISTANCE APPLICATION

Demolition cost assistance for up to 50 percent, with a limit not to exceed \$5,000 is available from the City of Oelwein through Neighborhood Revitalization Program Funds. Application deadlines are January 1, April 1, July 1 and October 1 annually. Along with the application, two demolition bids must be included for consideration. All qualified applications will be reviewed and prioritized by the Oelwein City Council. Reimbursement of funds will be awarded 30 days after demolition, once the final demolition invoice and proof of payment are provided and a successful inspection is completed by a Code Enforcement Officer.

A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

PROJECT INFORMATION

Address of Property *125 6th ST SW, OELWEIN, IA*
to be Demolished:

Applicant Name: *GERARD L. VANDEVOEDE*

Owner Name: *GERARD VANDEVOEDE*

Mailing Address: *216 WESTLINE DRIVE*

City, State, Zip: *HAZLETON, IOWA 50641*

Phone: *319-350-6710*

E-mail Address: *g1v190x@icloud.com*

Legal Description:

Application date:

Is the property cleaned out? If not, why?

(Attach additional page if necessary)

NO. PERSONAL PROPERTY STORED THEREIN WILL BE REMOVED SOON

Why do you need the financial assistance on the tear down?

(Attach additional page if necessary)

STRUGGLING FINANCIAL POSITION.

What is the future of this property?

SELL THE VACANT LOT

If qualified applicant has received Economic Development Neighborhood Revitalization Program funding for any other qualified property, for each property state the following:

Year awarded Project (address of property)

Amount awarded

List last date the structure was continuously occupied 2005 IF MEMORY SERVES ME RIGHT.
BOTH USED FOR PERSONAL STORAGE FOR A WHILE

List the last time this structure was served by utilities CURRENTLY SOLVED

If Applicant is qualified as the purchaser pursuant to a valid offer to buy the qualified property, then attach a copy of offer to buy or other purchase contract document.

List partners and identify participation in the project (such as, financial, administrative, etc.):

Partner Identify participation in project

(For Official Use Only)

Community Development Department Application Review

Application reviewed on: 4/7/21

Application reviewed by: Jay Shekleton

Comments: This Property started as an abatement/Code Enforcement. Building was unsecured. Neighbors to the north were entering the dwelling. We requested entry of the structure for an interior inspection. After finding a failing foundation, floor joists that are in disrepair, failing roofing material it is my recommendation as the building official this structure be demolished.

Brewer Construction, LLC

1251 Fontana Blvd
Hazleton, IA 50641

Estimate

Item 17.

Date	Estimate #
3/31/2021	504

Name / Address
Jerry Vandevoorde Hazleton IA 50641

Project

Description	Qty	Cost	Total
Demolish and haul away condemned house at 125 6th Street S.W. Oelwein.	1	8,900.00	8,900.00
Permits	1	75.00	75.00
All work done in compliance with Oelwein specs.			
Prices quoted good for 60 days		Total	\$8,975.00

Customer Signature _____

Bryan Construction Inc

1302 Outer Rd
Oelwein, IA. 50662

Estimate Item 17.

DATE	ESTIMATE NO.
4/6/2021	2369

NAME / ADDRESS
Gerry VandeVorde 216 Westline Drive Hazelton, IA. 50641

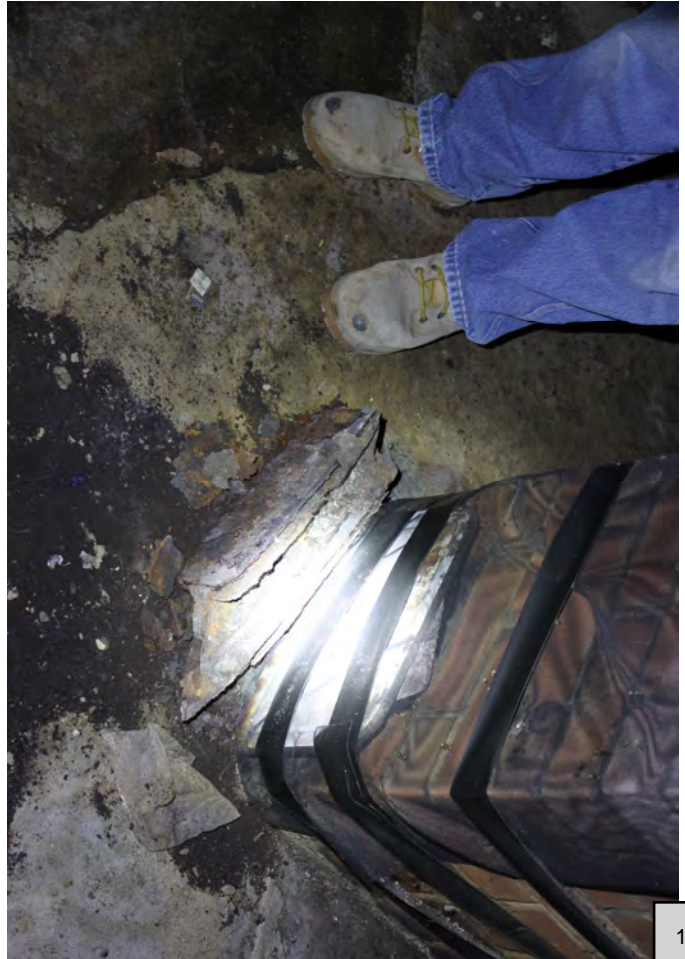
PROJECT

DESCRIPTION	QTY	COST	TOTAL
Demolition House 125 6th St SW Oelwein 1. Cap Utilities As Required By City 2. Provide City Of Oelwein Building Permit 3. Remove Trees As Needed 4. Demolish House 5. Transport / Disposal Of House And Contents At Black Hawk County Landfill 6. Remove Foundations And Provide Clean Fill To Minimum 4' Depth 7. All Work To Be In Compliance With Governing Regulations 8. Tire Removal Fee Is \$20.00 Each (Not Included) 9. City may or may not require replacement of curb and gutter if driveway is removed. Cost of this work is not included. Upon receipt of full payment, a paid invoice and scale tickets will be submitted to The City for your cost sharing reimbursement.		8,200.00	8,200.00
Proposal Valid For 30 Days	TOTAL		\$8,200.00



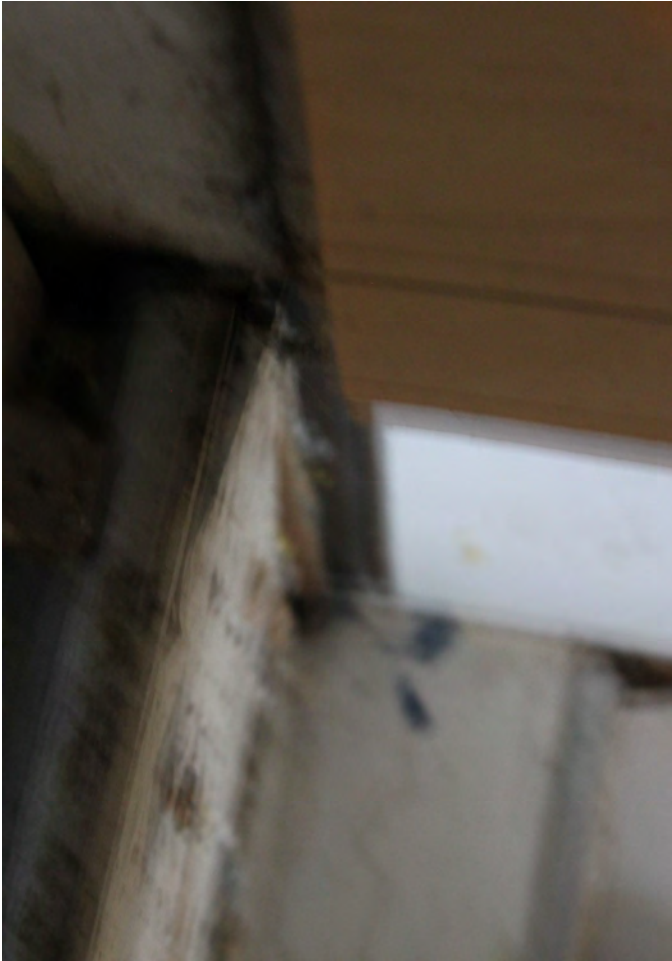


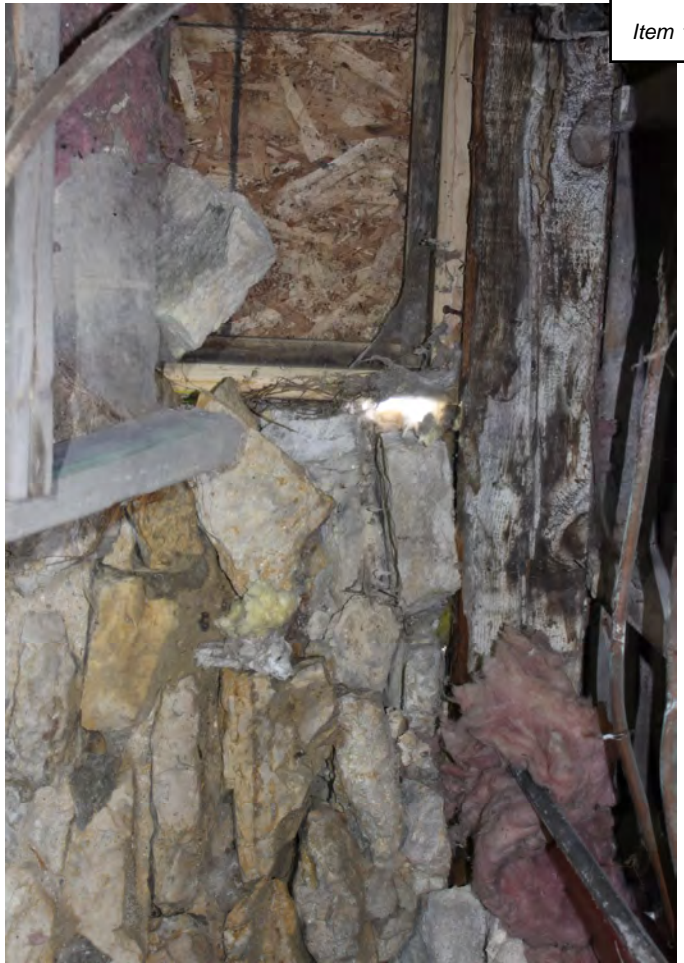
Item 17.

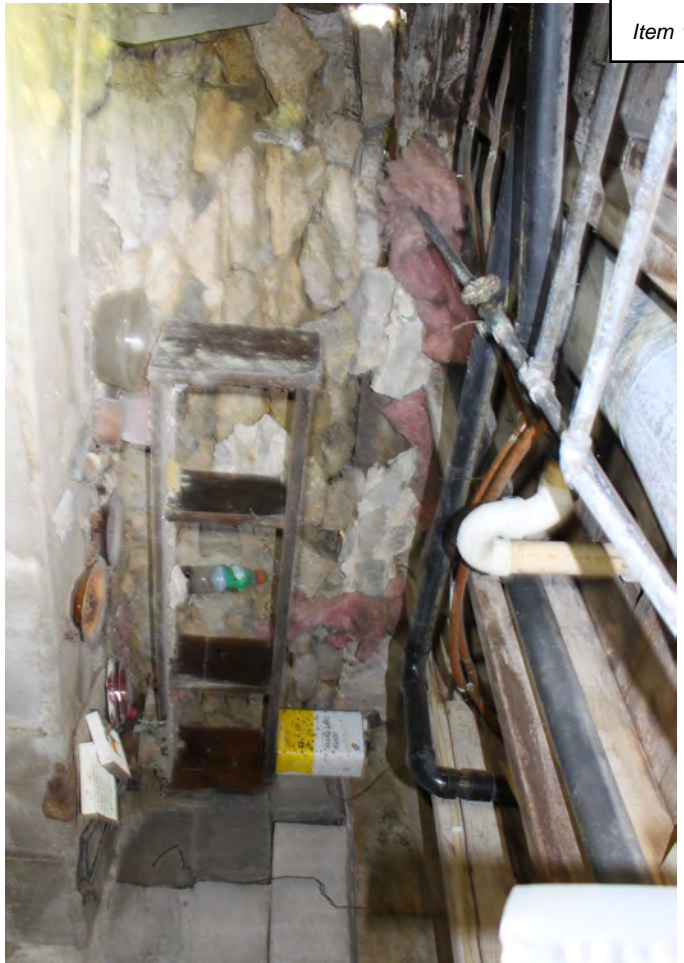


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Item 17.



137

















RESIDENTIAL DEMOLITION ASSISTANCE APPLICATION

Demolition cost assistance for up to 50 percent, with a limit not to exceed \$5,000 is available from the City of Oelwein through Neighborhood Revitalization Program Funds. Application deadlines are January 1, April 1, July 1 and October 1 annually. Along with the application, two demolition bids must be included for consideration. All qualified applications will be reviewed and prioritized by the Oelwein City Council. Reimbursement of funds will be awarded 30 days after demolition, once the final demolition invoice and proof of payment are provided and a successful inspection is completed by a Code Enforcement Officer.

A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

PROJECT INFORMATION

Address of Property to be Demolished: 511 2nd Ave NE

Applicant Name: Todd and Mary Bender

Owner Name: Todd and Mary Bender

Mailing Address: 416 1st Ave NE

City, State, Zip: Oelwein, IA 50662

Phone: 319-238-2119 / 319-238-1417 mary

E-mail Address: tdbender@413@gmail.com

Legal Description: Lot 21 Blk 4 Wings ADD

Application date: 4-1-2021

If qualified applicant has received Economic Development Neighborhood Revitalization Program funding for any other qualified property, for each property state the following:

Year awarded [redacted]

Project (address of property) [redacted]

Amount awarded [redacted]

List last date the structure was continuously occupied [redacted]

List the last time this structure was served by utilities [redacted]

If Applicant is qualified as the purchaser pursuant to a valid offer to buy the qualified property, then attach a copy of offer to buy or other purchase contract document.

List partners and identify participation in the project (such as, financial, administrative, etc.):

Partner

Identify participation in project

[redacted]
[redacted]
[redacted]
[redacted]

[redacted]
[redacted]
[redacted]
[redacted]

(For Official Use Only)

Community Development Department Application Review

Application reviewed on: [redacted]

Application reviewed by: [redacted]

Comments:

This property was scheduled to be demolished during the USP program, according to Jim, the building inspector, funds from the USP were used before the structure could be demolished. This is a fire damaged home.

Bryan Construction Inc

1302 Outer Rd
Oelwein, IA. 50662

Item 17.

Estimate

DATE	ESTIMATE NO.
2/26/2021	2361

NAME / ADDRESS
Todd Bender 416 1st Ave. NE Oelwein, IA 50662

PROJECT

DESCRIPTION	QTY	COST	TOTAL
Demolition House 511 2nd Ave NE Oelwein 1. Cap Utilities As Required By City 2. Provide City Of Oelwein Building Permit 3. Remove Trees As Needed 4. Demolish House 5. Transport / Disposal Of House And Contents At Black Hawk County Landfill 6. Remove Foundation And Provide Clean Fill To Minimum 4' Depth 7. All Work To Be In Compliance With Governing Regulations 8. Tire Removal Fee Is \$20.00 Each (Not Included) Work To Be Completed By June 15 Upon receipt of full payment, a paid invoice and scale tickets will be submitted to The City for your cost sharing reimbursement.		7,800.00	7,800.00
Proposal Valid For 30 Days	TOTAL		\$7,800.00

March 25, 2021

Todd & Mary Bender
Oelwein, Iowa 50662

Re: House Demolition at 412 1st Ave. NE and 511 2nd Ave. NE

Todd & Mary Bender,

As requested, we are submitting a proposal for the demolition of the houses at 412 1st Ave. NE and 511 2nd Ave. NE in Oelwein, Iowa. Our Cost Proposal and detailed Scope of Work are as follows:

Scope of Work – Demolition

City of Oelwein Demolition Permit

Iowa One Call to locate utilities

Disconnect of water and sewer services at property line per the City of Oelwein requirements

Demolition of houses and garage at 412 1st Ave NE and house at 511 2nd Ave. NE

Removal of building debris and landfill dumping fees

Removal of all house concrete foundation walls, footings, and slabs

Removal of private sidewalks and driveways

Backfill of basement

Regrade disturbed areas, 4” of topsoil, and fine grading

Contractor Salvage Rights to materials and items left in building at time of demolition

General Liability Insurance

Exclusions

Disconnect of electrical and gas services (by Alliant Energy)

Hazardous material (including asbestos) testing, removal, and disposal

Removal and replacement of concrete curb

Seeding and erosion control

Tree removal

The asbestos containing slate siding at the 411 2nd Ave. NE house will need to be removed prior to demolition.

Bid Proposal - \$18,685.00

Terms – Net 30 Days

If the house foundation walls and basement slab can be broken up and used for solid fill the revised cost is as follows:

Bid Proposal - \$17,585.00

All work to be completed per all State, Federal, and City requirements. Demolition work to be completed in (1) one mobilization.

If you have any questions, you can contact me at 563-543-7360 cell.

Respectfully submitted,
Chad Lansing
Lansing Brothers Construction







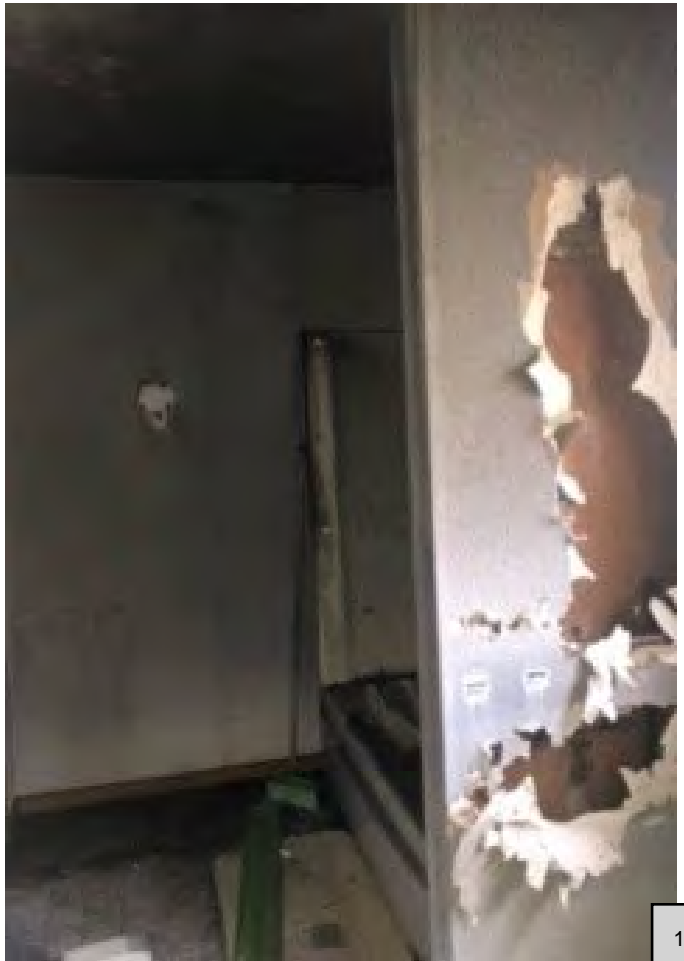
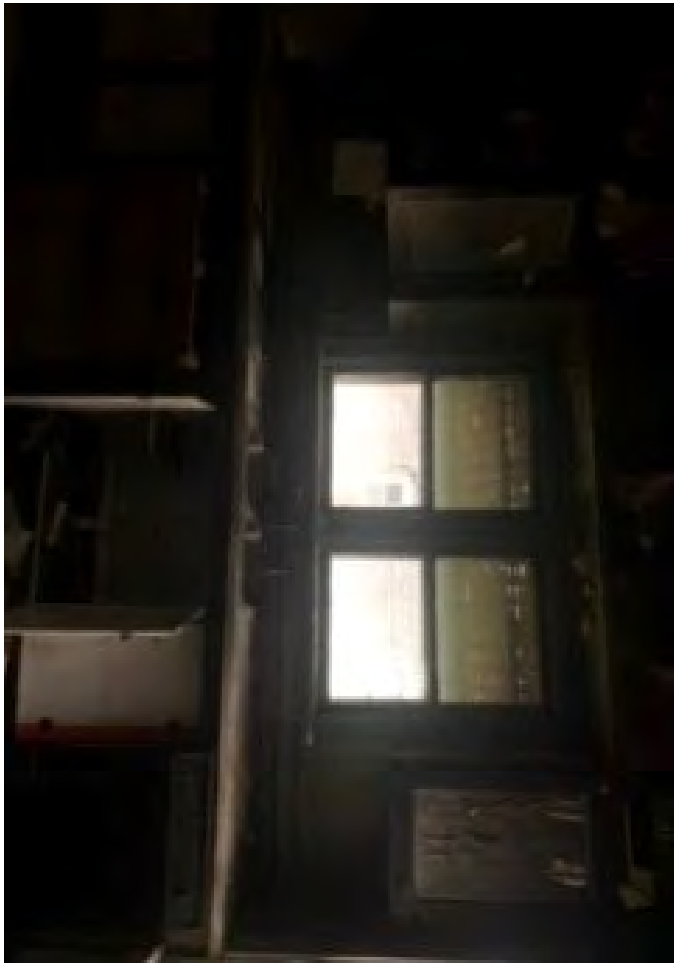
Item 17.

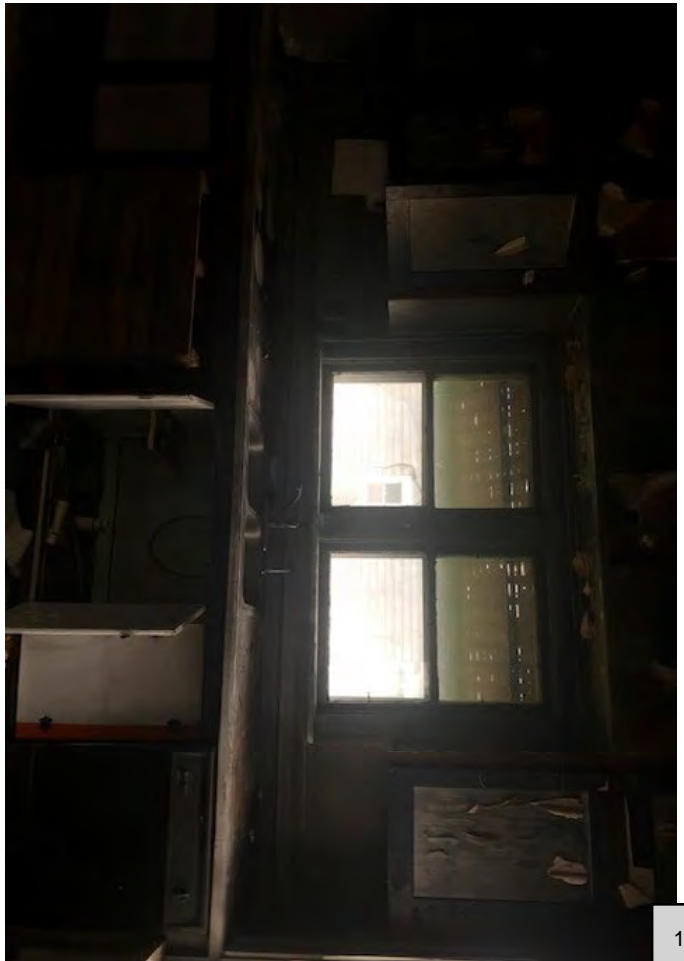


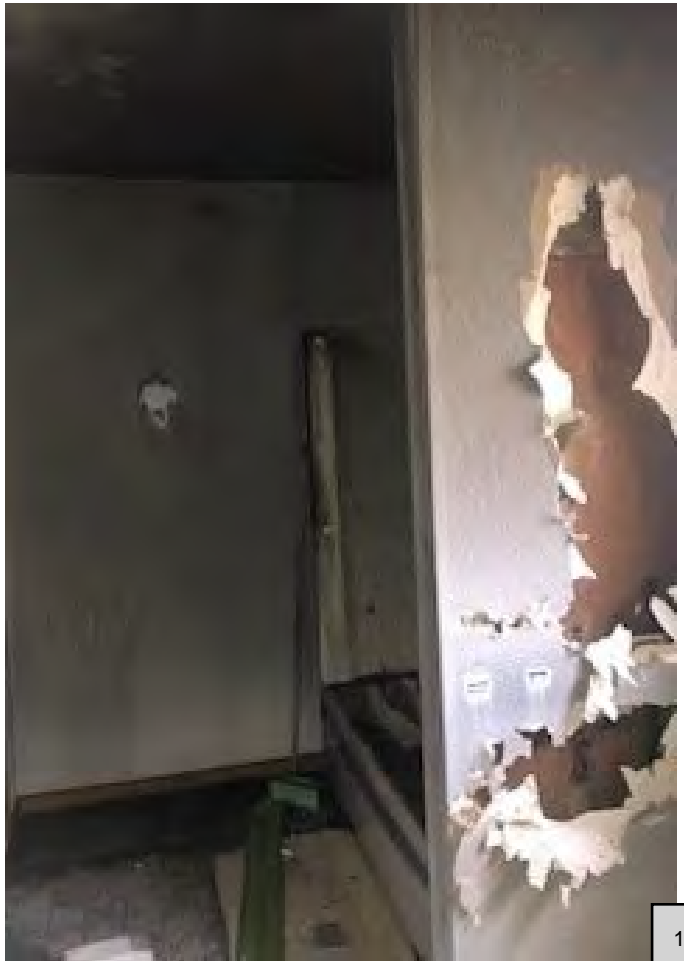
















Item 17.



160





**CITY OF OELWEIN
HOTEL AND MOTEL TAX FUNDING APPLICATION
(TOURISM)**

Application Deadlines

September 1 -- December 1
March 1 -- June 1

Applications must be received by 5:00 p.m. on the deadline date. All areas of the applications must be completed and typed. Each applicant will be afforded the opportunity to attend a brief question and answer session with the Advisory Board.

Organization Name: Oelwein Celebrations Renewed, Inc.

Contact Name: Debra Ameling

Mailing Address: P.O. Box 44

City, State, Zip: Oelwein, IA 50662

Phone: 319-283-8860 Email Address: celebrateoelwein@gmail.com

Total Project Cost: Approx. \$40,000

Total Requested from Hotel/Motel Tax Funds: \$15,000

Please indicate which category you are applying for funds:

- Category 1 - Primary
- Category 2 - Community Culture and Education
- Category 3 - Community Recreation and Events
- Category 4 - New and Emerging Organization and Events

Please sign and date this application. Your signature below certifies that you have read and understand all of the guidelines for this funding program. You further understand that you will be required to submit a summary of expenses at the end of the project and that if any funds are not expended or are found to be outside the scope of the grant made by the City Council you will be **required to reimburse/return** these funds to the City of Oelwein.

Applicant:

by: Kimberly K. Pont Date 4-6-2021

(printed name)

**CITY OF OELWEIN
HOTEL/MOTEL TAX FUNDING APPLICATION
(Tourism)**

Project Identification

1. What is the title of your project? Oelwein Celebration

Provide a brief description of your project. Attach additional pages, if needed.

This community's annual "first of the summer" event that is likely to be the first event for some people for not only this year, but first since over a year ago.

We host our event over several days. It has slowly grown over the past several years with us adding days and events.

2. Hotel and Motel Tax Funds must be used to fund projects that promote and/or expand tourism activity in Oelwein. How will your project help to realize this goal?

We advertise around the area and hope to bring people to our community.

3. Project Evaluation:

A. Targeted Population

1) Hotel/Motel guests generated by project

a. Number of projected hotel/motel guests.

b. How will hotel/motel guests be tracked.

2) Number of adults the project will reach

3) Number of youth the project will reach

B. Geographic area of draw

C. Volunteers

1) Number of volunteers

2) Number of volunteer hours

D. Attendance of event previous year(s)

E. Day open to public or performance(s)

4. Project Budget

A. Please provide a project budget and schedule of completion including all expenses. If desired, the project budget may be attached to the application. If exact costs are not known please attach estimates to the application, which should be identified as such.

We estimate our total based on the costs for bands, stage rental/sound manager, beverage tent including beverages, permit, and ice, event insurance, inflatables, wrestling, other stage entertainment like a juggler or hypnotist, parade candy, advertising, and we may have to add additional expenses for fireworks or to hire people if we can't get volunteers with the concerns for social distancing.

B. List sources of matching funds obtained below. Funding requests are eligible for up to 100% funding, but priority will be given to projects with additional sources of funding, including in-kind donations.

None

C. Is this application "seed money" for a new project? If yes, please explain.

No

D. Is this application for the expansion of an existing project/program? If yes, please explain.

Yes, but more to get back on track

E. Have you ever received Hotel/Motel Tax Funding from the City of Oelwein in the past?

Yes: No: (check one)

We have been approved to receive funds yearly, but due to the pandemic last year, our event was cancelled. Our committee didn't collect what had been approved in 2020 and without a fundraising letter campaign this year, we are hoping that the increased funds would be available to assist us in getting back to providing our community with the celebration it has come to expect.

If you answered yes, please answer the following: (attach additional pages, if needed)

Amount of Funding: \$ _____

Date of Funding: _____

Assurances

Applicants hereby agree and acknowledge that:

If they are awarded funds, they will conduct their operations in accordance with Title VI and the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, as amended, which prohibits discrimination against any employee, applicant for employment, or any person participating in a sponsored program on the basis of race, creed, color, national origin, religion, sex, age, or physical or mental disability, and require compensation for employment at no less than minimum wage requirements, and will provide safe and sanitary working conditions;

They will comply with the Americans with Disabilities Act;

They will comply with all other applicable State and federal laws, rules, ordinances, regulations, and orders;

They will expend funds, received as a result of this application, solely on the described project and programs included within the grant application documents within the fiscal year from which the grant is disbursed;

If they are awarded funds, applicants will include in all appropriate promotions, publicity, advertising, and in printed material the following credit line as applicable:

This project was partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.

Our operations are partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.

Our operations are and this project was partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.

The filing of this application has been approved by the legally authorizing body of the applicant, if applicable;

The facts, figures and information contained in this application including all attachments, are true and correct;

Failure to comply with the administrative rules for this program will result in the forfeiture of funds allocated based upon this application grant;

All records of the grantee relating to this grant application are available during reasonable business hours to the City or their authorized representative upon request;

All records of the grantee related to this grant will be maintained for a period of three years following the date the final grant payment is made;

Assurances Continued

All grantees acknowledge that the source of the grant it is requesting from the City comes from the hotel and motel tax applicable in the City of Oelwein as contemplated by Iowa Code Chapter 422A (2007). The grantee specifically acknowledges the limited use that can be made of hotel and motel tax revenues and assures the City of Oelwein that the grant will be used only for allowable purposes as specifically set forth in Iowa Code Chapter 422A (2) (4) (2007). The grantee additionally and specifically acknowledges and assures the City of Oelwein that it will not use the grant for any purpose, which would be improper pursuant to this law. Furthermore, the grantee warrants that should it use the grant for any purpose not allowed by Iowa Code Section 422A (2)(4)(2007) that it will reimburse, in full, the City of Oelwein the entire amount of the grant;

All grantees acknowledge and assure the City of Oelwein that all grant funds received shall be segregated from other funds maintained by the grantee, until used for the proper purposes as described herein. The sums will be deposited into a segregated, identifiable checking account;

All grantees expressly acknowledge and assure the City of Oelwein that none of the sums received hereunder shall be used for "political purposes" as contemplated by Chapter 56 of the Code of Iowa (2007).

Cost Reimbursement

- A complete project budget and schedule of completion must be included with the application.
- Applicants must have accurate estimates included with the project budget.
- Applicants are eligible for up to 100% funding and funds will be distributed upon approval of the City of Oelwein City Council.
- Funds will be paid only to the applicant, not to contractors or vendors.
- Upon completion of the project, the applicant must submit documentation of expenses and a project recap **within 60 days to City Hall.**
- Any funds that are not expended or are found to be outside the scope of the grant made by the Funding Advisory Board must be reimbursed/returned, by the applicant, to the City of Oelwein **within 60 days.**
- **Failure to comply with the aforementioned rules will prohibit the applicant from applying for funds for one year.**

Kimberly K. Pont

4-6-2021

Recipient

Date

Anthony Ricchio

4-6-2021

Recipient

Date



Application for Appointment to Boards and Commissions

20 Second Avenue SW, Oelwein, Iowa 50662 319-283-5440

Name Robby Nathaniel McKeeman

Address 714 3rd. Ave S.W. Oelwein, IA 50662

Phone (319) 284-0934 E-Mail mckeemanrobby@gmail.com

Occupation Golf Course Superintendent How long have you been a resident of Oelwein? 20 yrs.

Please check the following boards or commissions to which you would like to be appointed:

<input type="checkbox"/>	Airport Board	<input type="checkbox"/>	Civil Service Commission
<input type="checkbox"/>	Electrical Board	<input type="checkbox"/>	International Code Council Board of Appeals
<input type="checkbox"/>	Library Board	<input type="checkbox"/>	Mechanical Board
<input type="checkbox"/>	Park & Recreation Commission	<input type="checkbox"/>	Planning and Zoning Commission
<input type="checkbox"/>	Plumbing Board	<input checked="" type="checkbox"/>	Tree Board
<input type="checkbox"/>	Zoning Board of Adjustment	<input type="checkbox"/>	

Handwritten notes:
Hillside Landscaping
Waverly in township
3ELTS
interviewees

Describe past experience which would benefit the board or commission applied for:

Studying for AAS in Landscape and Turf Management at Hawkeye Community College. Experience with the implementation of Trees Forever while a Vegetation Management intern with the City of Waverly. Regularly practice Arboriculture.

Describe the qualities and attributes you possess that would be of benefit to the board or commission applied for:

History of Management and planning in both Physical and Financial settings. Dependable and Detail Oriented.

Describe your desire to serve on this board of commission:

To better vegetation management in the city of
Oelwein, educating and promoting private
citizens to foster their own landscapes to improve
community aesthetic.

Describe similar volunteer experiences:

Several Eagle Scout projects involving landscapes.
Eagle crew - Leadership backpacking in Wyoming
Grant funded in exchange for upkeep of 30+ miles of
public trails.

Describe any goals and/or objectives you envision for the board/commission:

Expose younger generations to the quality of life
improvement provided by green spaces and
careers in the horticultural industry.

Any additional information or comments you wish to offer:

I hope to hear from you soon, please feel
free to call me and let me know if there are any
ways I can help.

Hours of Availability: Afternoons.

Robby M W

Applicant Signature

3/2/21

Date

City Hall

Reviewed by:

- Mayor City Administrator Board or Commission Chair Department Head



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 # 8104
Date: 03/03/2021
Due Upon Receipt

City of Oelwein nuisance/abatement work

nuisance/abatement work 657A's

Type	Date	Notes	Quantity	Rate	Total
Expense	03/08/2021	Reimbursable expenses: 657a filing fee for Oakes	1.00	\$255.00	\$255.00
Service	03/08/2021	Flat Rate: flat rate for 657a petition Oakes	1.00	\$350.00	\$350.00
Service	03/08/2021	draft letter to estate recovery, aos, consent, email ted for service, email sam for service, email to pat for approval, adjust petition, file petition and on Oakes	1.00	\$60.86	\$60.86
Service	03/08/2021	mailed 10 day notice, filed affidavit, draft notice and affidavit	0.30	\$60.86	\$18.26
				Total	\$684.12

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
8013	03/03/2021	\$70.52	\$0.00	\$70.52

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
8104	03/03/2021	\$684.12	\$0.00	\$684.12
Outstanding Balance				\$754.64
Total Amount Outstanding				\$754.64

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 # 8295
Date: 04/07/2021
Due Upon Receipt

City of Oelwein nuisance/abatement work

nuisance/abatement work 657A's

Type	Date	Notes	Quantity	Rate	Total
Service	03/09/2021	new potential public nuisance landowner email discussion with Community development	0.25	\$136.83	\$34.21
Expense	03/15/2021	Reimbursable expenses: Ted Phillips service on Oakes	1.00	\$35.00	\$35.00
Service	03/18/2021	draft and file Application for default and Proposed Order, and motion to dismiss	0.50	\$60.86	\$30.43
Expense	03/23/2021	Reimbursable expenses: certified copy of order	1.00	\$20.00	\$20.00
Service	03/23/2021	draft recorder cover page, email to Sam and Jay, call to clerk, send to recorder	0.40	\$60.86	\$24.34
Expense	03/23/2021	Reimbursable expenses: Recording fee for Crystal Becker property	1.00	\$27.00	\$27.00
Service	03/26/2021	tcw Jay re status, tcw Larry Woods re inspection and conference	0.50	\$136.83	\$68.42
				Total	\$239.40

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
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8104	03/03/2021	\$684.12	\$0.00	\$684.12
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Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
8295	04/07/2021	\$239.40	\$0.00	\$239.40
			Outstanding Balance	\$923.52
			Total Amount Outstanding	\$923.52

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

CityOelwein

Oelwein City Attorney

INVOICE

Invoice # 8296
Date: 04/07/2021
Due Upon Receipt

Type	Date	Notes	Quantity	Rate	Total
Service	01/05/2021	Review of Matt v. Alston file and email from Wehling .2 NJL	0.20	\$136.83	\$27.37
Service	01/05/2021	Attendance at Matt v. Alston, review of file with Magistrate and client, argument in front of magistrate, review of property condition with client and magistrate. .8 NJI	0.80	\$136.83	\$109.46
Service	02/08/2021	correspondence from Jay. New demo	0.25	\$136.83	\$34.21
Service	02/08/2021	Work session over close out of the 42 well- Oelwein and council meeting	1.75	\$136.83	\$239.45
Service	02/12/2021	Flat Rate: Drafting Quit Claim Deed to Grace United Methodist	1.00	\$100.00	\$100.00
Service	02/12/2021	Flat Rate: Drafting Quit Claim Deed to Gunningham	1.00	\$100.00	\$100.00
Service	02/12/2021	Flat Rate: Drafting Quit Claim Deed to Anderson	1.00	\$100.00	\$100.00
Service	02/12/2021	Flat Rate: Drafting Quit Claim Deed to Michels	1.00	\$100.00	\$100.00
Service	02/12/2021	Flat Rate: Drafting Quit Claim Deed to VJT Properties, LLC	1.00	\$100.00	\$100.00
Service	02/15/2021	review orders on rental registration	0.25	\$136.83	\$34.21
Service	02/18/2021	544 email, via duct email discussion and review	0.50	\$136.83	\$68.42

Service	02/22/2021	Council meeting	1.00	\$136.83	\$136.83
Service	02/23/2021	Deed restrictions emails	0.25	\$136.83	\$34.21
Service	03/02/2021	email from community development re titling issues.	0.25	\$136.83	\$34.21
Expense	03/03/2021	Reimbursable expenses: Recording fee for Resolution 5236 deeds	1.00	\$116.00	\$116.00
Service	03/03/2021	advising on farm lease	0.25	\$136.83	\$34.21
Service	03/03/2021	advising on rental code inspection procedures	0.25	\$136.83	\$34.21
Service	03/05/2021	Flat Rate: Drafting Quit Claim to Kevin Kuper	1.00	\$100.00	\$100.00
Service	03/05/2021	Flat Rate: Drafting Quit Claim to Performance Rehab 2	1.00	\$100.00	\$100.00
Service	03/05/2021	Flat Rate: Drafting Quit Claim to Bruce Brackin	1.00	\$100.00	\$100.00
Service	03/10/2021	Flat Rate: Drafting Deed package for Dietrick	1.00	\$100.00	\$100.00
Expense	03/11/2021	Reimbursable expenses: Recording fee for Resolution 5254-2021	1.00	\$12.00	\$12.00
Expense	03/15/2021	Reimbursable expenses: Recording fee for Brackin, Kuper, Performance	1.00	\$126.00	\$126.00
Service	03/15/2021	Flat Rate: Drafting Quit Claim Deed for Koecke	1.00	\$100.00	\$100.00
Service	03/15/2021	Flat Rate: Drafting Quit Claim Deed for Baily	1.00	\$100.00	\$100.00
Service	03/15/2021	Flat Rate: Drafting Quit Claim Deed for Performance Rehab	1.00	\$100.00	\$100.00
Expense	03/19/2021	Reimbursable expenses: Recording fee for deeds	1.00	\$121.00	\$121.00
Service	03/22/2021	city council meeting	1.50	\$136.83	\$205.25
Service	03/23/2021	Flat Rate: Drafting Quit Claim Deed to Bender	1.00	\$100.00	\$100.00
Service	03/25/2021	Flat Rate: Drafting Quit Claim to Lori Siegel	1.00	\$100.00	\$100.00
Service	03/29/2021	Flat Rate: Drafting Deed package to Puzek	1.00	\$100.00	\$100.00
				Total	\$2,867.04

Detailed Statement of Account

Current Invoice

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

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 04/12/2021

Consent Agenda

1. Consideration of a motion to approve the minutes of the March 22, 2021 Council meeting
2. Consideration of a Class 'c' Beer Permit renewal for Kwik Star
3. Consideration of a Class 'E' Liquor and Sunday Sales renewal for Casey's General Store
4. Consideration of a new Cigarette Permit for Oelwein Liquor
5. Consideration of a new Class 'E' Liquor and Sunday Sales Permit for Oelwein Liquor

Public Hearing

6. Public Hearing on Notice of Intent to apply for financial assistance with the USDA Rural Development for the Oelwein Police Department Heating and Cooling System and the Oelwein Fire Department Aerial Fire Truck Apparatus

Ordinances

7. Consideration of a motion to suspend the rules and adopt an Ordinance on the first and final reading
 1. Approving this will allow for the city to submit the changes in a timely manner.
8. Consideration of an Ordinance Adopting Flood Plain Management
 1. This ordinance comes from FEMA and has the necessary changes that are required with new federal rules. The City Administrator recommends approving the ordinance on the first reading.
9. Consideration of an Ordinance Amending Section 14-130, Public Tree Care and Fees - First Reading
 1. This increase in the utility will allow for the city to address the large number of street trees that need to be taken down. The take down of Ash trees will add cost to removal and disposal. The City Administrator recommends approving the first reading.
10. Consideration of an Ordinance Amending Water and Sewer Rates, Chapter 7 of the Code of Ordinances of the City of Oelwein - First Reading
 1. The City Administrator has met with council several times to work through the needed rate increases. The new rate increases remove the infrastructure fee and add all charges to the rates. These rate increases will help address several projects occurring in water and waste water. The City is taking a significant step in upgrading infrastructure and fixing



problems. The city is trying to stay ahead of DNR mandates and new utility requirements. The City Administrator recommends approving the first reading.

Resolutions

- 11. Consideration of a Resolution to Apply for Financial Assistance with the United States Department of Agriculture
 - 1. The City is applying for a grant for the police department heating system replacement and an ariel fire truck. Part of the grant requires council approval. The City Administrator recommends approving the resolution.

Motions

- 12. Consideration of a motion authorizing the City Administrator to execute a grant provided by Airport Coronavirus Response Grant Program (ACRGP) Grant Offer, Grant No. 3-19-0067-011-2021 for Oelwein Municipal Airport
 - 1. This grant is part of a stimulus package. The City Administrator must have permission from the governing body to sign off on the grant. The grant is small at \$13,000 and will go toward airport operations. The City Administrator recommends approving the motion.
- 13. Consideration of a motion authorizing the Mayor to sign a contract with Fusion Forward for marketing in the amount of \$15,600
 - 1. The City Administrator has reached out to each reference and has received positive reviews. The City is ready to work on their marketing and put their best foot forward. The City Administrator recommends approving the contract.
- 14. Consideration of a motion authorizing signatures on Amendment to Owner-Engineer Agreement with Fox Engineers in the amount of \$16,228.00 for work completed on Disinfection and 42 Well Improvements Project
 - 1. This is the final bill for the 42 Well. The City will pay this from the loan that was received from the project. These charges are above and beyond the original project due to the length of the project. The City Administrator recommends approving the payment.
- 15. Consideration of a motion authorizing drainage tile installation in the amount of \$10,700 for Wings East
 - 1. This item was discussed with council last year to help alleviate storm water drainage in this area. This tile will help alleviate issues that have existed near this roadway concerning water in the ground. The City Administrator recommends approving the motion.
- 16. Consideration of a motion to accept proposal from Miller's Construction for sidewalk, curb and steps to north side of City Hall in the amount of \$5,411.00
 - 1. This is one last step in the improvement of City Hall. The City has expended all the current year funds, but has funds starting July 1, 2021. The City Administrator recommends spending ahead as this improvement will help provide better access to the community



development department. This will provide for better access to the north door and much better steps and landing. This has been a problem area especially during snow and ice. The City Administrator recommending approving the motion.

Committee Reports

17. Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development Committee re: Demolition Assistance



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

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

This month in the park department, we have been completing our daily disinfecting of areas and cleaning the downtown every morning. Jay and the workers finished cleaning up the old chamber building this past week. Jay wrapped up some maintenance on some equipment around the shop. Jay and I took the bucket truck to the aquatic center for some maintenance. Worked on overhead lighting and returning some of the palm leaves on the tiki hut that have blown off with strong winds. Jay has been checking drainage areas to make sure they are clear with the snow melting. Jay reinstalled the bike fixit station at Wings Park that was damaged last fall. The Lake Oelwein dam is closed and the lake is at full capacity once again. The main drain plug on the pool filter that rusted through last season was replaced after we tapped the threads, as the filter replacement project is our high priority for this department. This month I hosted the trails committee meeting on the second Tuesday evening of the month at the park shop. The trails committee is working on the REAP grant for additional funding. We talked about fundraising efforts locally and easements with the next trial section. Larry Murphy is working on our proposed bill SF 240 that passed the senate transportation committee and is on the senate floor. On the first Wednesday evening of the month, I hosted the Tree Board meeting at the park shop as we reviewed our work last fall on tree plantings and tree trimming. I notified the Tree Board that the City has received the Tree City Award for 2020 through their work with tree plantings. I was also able to notify the board that we received the Trees Forever - Branching Out grant for the full \$5000 once again. This grant will be used to purchase and plant trees in the street boulevards.

On Monday, we had a burial at Woodlawn Cemetery for Jamison Funeral home. This week the park and rec meeting was postponed until Tuesday due to winter weather. In the meeting, we discussed our master plan outlook of 1-5 years; tree board updates and trails progress. Jay replaced stickers on the City Hall vehicle this week as well. The tree board got their picture in the paper for the Tree City award this month. I talked with the trails committee and they are on board with a nomination to accept the governor volunteer award this year. Jay and I changed over the fluorescent lights to LEDS's in the pump room at the pool, which will make it safer to conduct our work. This past week Jay and I started removing the fencing at the pool old mini golf area to make way for contractors to put in the new trail section. This new trail will correct the approach to the existing bridge and eliminate the two steps on the west side of the bridge. I attended the Upper Explorer land Meeting online and the city safety meeting at the fire department this month. Jay spent time to install the new broom attachment for the John Deere tractor that is a CIP item. The park and cemetery employees came in on a Friday to go through orientation so they can get to work on all the projects.

This month some of the parks employees returned to start on some projects as we went over many safety items and videos as we do every year. The employees took the new tables to the aquatic center and took the old tables away. Tab and I spent the morning cleaning up around the City's newest property it acquired this winter as branches and junk were left in the yard. The employees were busy installing the new shower house doors this month at the campground, which was a CIP item. In addition to the new doors, we are now utilizing a keypad lock so we will no longer deal with making keys and will make the campground hosts job a little easier. Jay installed the new memorial bench at the complex in memory of Bob Henderson. The employees also installed a new door at Wings Park that was kicked in last season. I met with a surveillance company this month to get a second quote for the aquatic facility. This past month the tree board learned that they are the recipient of an award from the Iowa Urban Tree Council. The council gives the Outstanding Community Organization award yearly to one group in the state. If available, anyone can join in on April 8th with the online presentation.



PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

Tree board members include - Jeff Milks, Bill Brownell, Ron Lenth, Kyle Scheel, and recently retired from the board Tom Fick. If you see any of these board members, please be sure and tell them you appreciate all their hard work for this community. <http://www.treesforever.org/iowaUrbanForestryLuncheon>

This past week has been a flurry of activity with the park and cemetery departments. This week Jon Biederman and I met with the contractor to go over tree removal for segment 1 in the NE and NW parts of town. As a reminder, the trees were dropped by the contractor to comply with the long eared bat rule as trees larger than 3" in diameter are not to be dropped between April 1 to Nov. 1. The contractor will be back to dispose of the trees as soon as they finish their other jobs. Jon and I also met with Alliant Energy, as they will be moving several utility poles for the City as a part of the 28e agreement to make way for the trail. The Red gate bathroom/shelter project also started this week as I met with the contractors Monday morning and Miller started concrete work on the bathroom already. The employees removed the swing set that was damaged by the tornado last year to make way for the new set that was purchased through a grant from the RJ McElroy Foundation. The employees have been using the new brush attachment to keep the trails clean this past week.

I attended a park planning class online that discussed trends and adaptations of park departments for the future. The park employees took the soccer nets and garbage cans to the complex this week. I ordered Turface for the baseball diamonds and marking paint and chalk for the rec programs. Both park and cemetery guys have been working this week at the aquatic center making way for the trail contractor and getting the facility ready for the upcoming season. I have been working on getting paperwork ready for the pool ready and last Thursday Jessica and I went to the High School during the lunch period to recruit employees for the pool and rec programs. On Wednesday, I sent out the agenda for the April tree board meeting for next Monday April 5th where we will discuss their newest award they received. All the parks are now open to the public to drive through and enjoy. This department was awarded another grant from Diamond Vogel Paint to repaint signs, tables and benches at Reidy and Levin Park this season. We are still short a couple employees for the park and cemetery and still recruiting new personnel. Dumpsters have been returned to the sports complex and the cemetery so that people can remove their winter decorations. Last night we had a meeting at City Hall with the celebration committee and talked about this year's event.

Old chamber building



Repairs



Aquatics work





PARKS / CEMETERY / AQUATICS / CAMPGROUND / TRAILS

Park and Recreation

www.oelwein.fun

Drainage



Fixit station





Lake full



Filter Plug replaced



Branching Out grant

(319) 373-0650 • (800) 369-1269
www.treesforever.org
80 W 8th Avenue • Marion, IA 52362

Joshua Johnson
Park and Recreation Superintendent, City of Oelwein
20 2nd Ave SW
Oelwein, IA 50662

March 5, 2021

Dear Joshua,

Congratulations! You've been selected for an Alliant Energy Branching Out grant!
Alliant Energy is pleased to award Oelwein with a grant of \$5,000.00 for the project applied for. Your project is one of **45 Branching Out projects** statewide. We're so excited to partner with you!



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Master Plan



New decals



Tree City award



Trail nomination



LED lighting



Trail prep



Trail corrections





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New brush for trails



New tables at Aquatic Center



Clean up new property



Campground doors



Bench installed





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March 17, 2021

Oelwein Tree Board
20 2nd Ave SW
Oelwein, Iowa 50662

Congratulations, Oelwein Tree Board!

The Iowa Urban Tree Council would like to recognize your efforts in promoting and enhancing urban forestry in the State of Iowa. You were nominated by Patty Reisinger from Trees Forever and have been selected to receive recognition as an Outstanding Community Organization.

The mission of the Iowa Urban Tree Council is to guide, lead and assist public officials, professionals, volunteers, and organizations with implementing urban forestry solutions. Your nomination recounts accomplishments and commitments that resonate with our mission. We greatly value your efforts to preserve, protect, expand, and improve your community's urban forest resources. Your contributions serve as a model for others and we would like to share your achievements with the rest of the state of Iowa.

We invite you to be virtually recognized for your award at our annual Iowa Community Forestry Awards Ceremony. The Awards Ceremony will take place virtually on Thursday, April 8, from 10:00 AM to 11:30 AM via Zoom. To confirm your attendance, please complete the registration form by clicking [here](#). You may also call or email Molly Walkner at 319-440-7756 or mwalkner@treesforever.org to confirm registration.

In addition to your attendance, we would be excited and appreciative if you would submit a photograph of your organization that we will use to recognize you during the Awards Ceremony. We will also use this photo in social media posts, press releases, and more. Don't be shy – we want people to know about your good work and to be inspired! You can e-mail your photo to the e-mail address below.

Thank you for your accomplishments and because of you, we have a greener, more tree-friendly state to live in; your award is well deserved! Please contact me with any questions you may have. I look forward to recognizing you on April 8, 2021.

Sincerely,
Clayton Ender
Iowa Urban Tree Council, President
iowaurbantreecouncil@gmail.com

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Trail contractors



Alliant Energy



Redgate bathroom



Playground equipment



Trail sweeping



Park planning



Aquatics prep





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Dear Paint Iowa Beautiful Award Recipient,

Congratulations on being a **2021 Award Recipient**. We appreciate the pride you have in your community as evidenced by the desire to improve it.

Your award certificate gives you the details on how to redeem it, but it is really quite simple; purchase the paint through your local Diamond Vogel store and then submit your invoices to Keep Iowa Beautiful for reimbursement.

You can help us continue to provide this program for communities in the future by observing the following requests:

- Complete the project in the calendar year 2021
- Request reimbursement of invoices all at one time and before December 31, 2021
- Provide us "Before and After" photos and/or video of your project
- Send us copies of any news coverage or publicity your project receives

Please consider using the logos of Paint Iowa Beautiful, Diamond Vogel and Keep Iowa Beautiful in conjunction with the projects announcement and promotional material. If you would like the logos electronically, please e-mail or call Bill Jackson at Keep Iowa Beautiful: 515-243-2000 ext. 111 or bjackson@keepiowabeautiful.com.

Thanks for your work in helping Keep Iowa Beautiful. We are confident that you'll find that a little bit of paint can make a dramatic difference.

Have Fun!

Sincerely,

Doug Vogel
VP, Corporate Marketing
Diamond Vogel

Bill Jackson
Executive Director
Keep Iowa Beautiful



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Daily Activities

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

Progress on Projects

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- ❖ Website work
- ❖ Finish ordering CIP items
- ❖ Trail easements/grants
- ❖ Continuing education classes completed
- ❖ Work on Park and Rec master plan
- ❖ Took new tables to aquatic center
- ❖ Surveillance system at pool ordered
- ❖ Bathroom/shelter project at Red Gate park started
- ❖ Replaced campground doors/locks
- ❖ Memorial bench installed at complex
- ❖ Wings door replacement at D1 done
- ❖ Pool preparations started
- ❖ Trail Segment 1 work started
- ❖ Bike fixit station installed
- ❖ Diamond 1 bathroom plumbing fixed
- ❖ Pump room lights switched to LED's

Next Month and Future Projects

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- ❖ Disc golf course install
- ❖ Diamond 3 fencing
- ❖ Website work
- ❖ Finish shelter/sidewalk at Platt Park
- ❖ Remove old well houses at City Park
- ❖ Drinking fountains install
- ❖ Diamond 1 building work
- ❖ Arching sign for entrance at Woodlawn
- ❖ Memorial bench install
- ❖ WIFI install campground
- ❖ Playground equip install Red Gate
- ❖ Electrical project at City Park
- ❖ Replace decking on old bridge
- ❖ Grant work
- ❖ Pool shelter install
- ❖ Motor/Pump replacement at pool
- ❖ Block signs at Woodlawn
- ❖ Install basketball anchors/ hoops at Wings Park
- ❖ Controller replacement at pool
- ❖ Fayette Appreciation Day group
- ❖ United Way - Day of Caring
- ❖ Church group cleaning day

Joshua Johnson MA
Oelwein Park Superintendent



National Library Week April 4-10



Stop by the library and pick up a button to show your support of the library! Libraries across the nation are celebrating the valuable role libraries and librarians serve in strengthening their communities. On April 8th, in honor of National Library Week and Take Action for Libraries Day, esteemed journalist Dan Rather will join Booklist’s Donna Seaman for a live conversation about his recent book, *What Unites Us: Reflections on Patriotism*. Go to our library Facebook page to find the registration link.

Welcome to Your Library!

Online Book Club

Join Deann via GoToMeeting on April 28th at 10:00 a.m. to discuss *The Last Romantics* by Tara Conklin. Join through the link on our Facebook page.



Take and Make Kit

April’s take home kit is a Seed Starter Kit. Make your flower pot, fill it with some dirt, plant the little seed packet, add some water, and watch it grow! The flower pot is biodegradable, so you can plant your seed starter directly into your garden. Enjoy Spring!



Online Story Time

Join Miss Katie each Wednesday for online Story Time. Spring is in the air and so are the April Story Time themes! Tune in to listen to stories, watch the flannel board, and learn how to do a craft at home! Just type in “Oelwein Public Library” on the YouTube search bar.



DISPLAY AND LIBRARY POSTINGS POLICY

August 10, 2006

Revised 4/17/08, 1/8/19

Reviewed 9/9/10, 5/3/12, 12/17/15, 4/13/21

Bulletin board materials, pamphlets, and similar items may be submitted for posting or display by nonprofit organizations for civic, educational, or cultural purposes. Such organizations may submit literature publicizing a specific event. Job postings and announcements for the City of Oelwein are allowed. Limited space generally allows only short-term notices or displaying of material. The director must approve all postings and may prohibit postings or displays which do not meet library standards. Library staff will place and remove postings and displays on a timely basis.

OUTDOOR MESSAGING BOARD

August 10, 2009

Revised 11/12/09, 9/9/10, 12/17/15

Reviewed 5/3/12, 4/13/21

The purpose of the library's outdoor messaging board is to publicize library programs and events and to fulfill the library's role as a community information center. Library and library related group programs, community celebrations, city departments' events, Williams Center events, and OCAD events will be posted upon approval of the director. The events must be sponsored by that organization and open to the public. As a service to the community, school registration dates for the Oelwein Public Schools will be posted.

DISPLAY CASE POLICY

November 5, 2008

Reviewed 9/9/10, 5/3/12, 12/17/15, 4/13/21

The library welcomes exhibits and displays of interest, information, and enlightenment to the community. A display case is available for educational, artistic, and cultural materials.

- Displays that are solely commercial in focus are not accepted. Items displayed may not include price tags or other information regarding the purchase of items.
- The library director may reject any exhibit or display that does not fit within the guidelines of this policy.
- Use of the display case does not constitute sponsorship or endorsement by the library of the exhibit or exhibitor's beliefs.
- The library will take reasonable care to ensure the safety and security of items displayed, however, the library assumes no responsibility in the event of loss, theft, or damage.
- Displays will generally be changed monthly.
- All material for display must be picked up within 7 days of the end of the display.

The Oelwein Public Library Board of Trustees will meet on Tuesday, April 13, 2021 at 5:00 p.m. at the Oelwein Public Library.

AGENDA

- Roll Call**
- Agenda Approved**
- Minutes Approved**
- Correspondence and communications –**
- Trustee Training – Library Access – Telephone**
- Director’s Report –**
- Friend’s Report –**
- Bills Approved –**

Unfinished Business

Library Services and Hours - May

New Business

- Approved Budget
- Budget Amendment
- Appoint Steve Bradley to the Foundation Board
- Landscaping Maintenance
- Policy Review – Display

Adjournment

March Statistics

<i>Circulation:</i>	<i>Computer Use:</i>		<i>Reference Questions:</i>
21 March: 2,989	21 March: 205	Wireless: 474	21 March: 537
<i>20 March: 3,122</i>	<i>20 March: 232</i>	<i>Wireless: 929</i>	<i>20 March: 406</i>
<i>Attendance:</i>	<i>New Patrons:</i>	<i>Program Attendance:</i>	<i>Website Visits:</i>
21 March: (1,580) Sunday(53)	21 March: 13	21 March: 59	21 March: 478
<i>20 March: (1,702) Sunday(141)</i>	<i>20 March: 7</i>	<i>20 March: 89</i>	

Acquisitions:

	<i>BRIDGES Downloads: 316</i>	<i>HOOPLA Downloads: 116</i>
Books 118	eBooks: 191	eBooks: 41
Movies 8	Audio: 109	Audio: 41
	eMagazines: 16	Movies: 10
		Comics: 20
		Music: 4
		TV: 0

47. (Tier 1) (ENHANCED STANDARD) The library has a telephone with voice mail capability that announces current hours, holidays, and other non-scheduled closures.



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TREE BOARD AGENDA
MONDAY APRIL 5TH 2021
PARK BUILDING @ 5:30, 500 7TH AVE SW

1. Roll call – Ron Lenth, Joshua Johnson, Kyle Scheel, Jeff Milks, Bill Brownell
2. Absent: None
3. Call to order: 5:32pm
4. Approval of March 10th, 2021 minutes

Motion: Milks Second: Lenth

Aye: All Nay: None

5. Iowa Urban Tree Council recognition
 - Outstanding Community Organization Award

Johnson stated that he appreciated everyone’s hard work over the past few years in which they are receiving this award. Johnson stated that the Tree Board was nominated by Patty Reisinger with Trees Forever for the award. Johnson said that the online ceremony is scheduled for Thursday April 8th from 10:00 to 11:30am as he already sent the Zoom meeting link to the board. Johnson invited anyone with the group that does not do online meetings on their own is invited to come to the park shop that day to join in.

6. Trees Forever planting

Johnson stated that since they received the Trees Forever grant in the full amount this year that they will have around 55 trees to plant this year in the street boulevard. Brownell stated that there is a shortage of available trees in the regional area due to the Derecho that hit Cedar Rapids last year and people replacing ash trees. Johnson stated that he called the tree supplier right after they received notification of the grant award to make sure they had their trees for this fall. The board agreed that a late October tree planting has worked really well in the past and wants to stick with the October 20th planting. Johnson stated that this time works great for them as well since that gives them about two weeks to water the trees at the end of the season.

7. Old business: None



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8. New business:

Lenth stated that he was thinking of completing a tree-planting seminar this summer. The board thought that this would be a good service to provide to community members that have lost their ash trees due to emerald ash borer. The board thought that Patty Reisinger would be a good resource to help with this project.

9. Adjourn: 6:09pm

10. Next meeting – May 3rd, 2021