



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 9/9/2024

Consent Agenda

2. Consideration of a motion to approve the August 26, 2024 minutes.

Resolutions

3. Consideration of a resolution scheduling a public hearing for September 23rd, 2024 at 6:00 PM in the Oelwein City Council Chambers for the proposed sale of city owned real property located at 531 3rd Avenue SE in the amount of \$1,000.00 to Michael and Fatafehi Wilson.
 1. This sale is so that the future owners can build a home on this parcel. The City Administrator recommends approving the resolution.
4. Consideration of a resolution appointing Jay Melchert as the Oelwein Volunteer Fire Chief
 1. Jay Melchert has been an outstanding fireman for the City of Oelwein. Jay shows leadership in the department and in his professional life. Jay will ensure that the safety of the community is a top priority for the fire department. The City Administrator recommends the City Council approve Jay Melchert as the Oelwein Volunteer Fire Chief.
5. Consideration of a resolution approving Change Order No. 3 in the amount of -\$2,374.67 to Heartland Asphalt, Inc. for 2024 Street Improvement Project.
 1. This is a reduction in pay as the contractor used less material. The City Administrator recommends approving the resolution.
6. Consideration of a resolution approving Pay Application No. 3 in the amount of \$90,580.74 to Heartland Asphalt, Inc. for 2024 Street Improvements Project.
 1. All substantial work on this project is complete. The city is satisfied with the results. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving a Professional Services Agreement in the amount of \$175,025.00 with MSA for Flood Mitigation for Dry Run Creek.
 1. This contract is for the applying, design, and project administration for the future flood mitigation project. The City Administrator recommends approving the resolution.



Motions

8. Consideration of a motion to accept bids for the 2024 Residential Home Demolition Project.
 1. The city should see a grant from the Northeast Iowa Housing Trust fund. This will cover all of these demolitions. The bids will go out and be brought back for approval October 14. The City Administrator recommends approving the motion.
9. Consideration of a motion to allow Robin L. Hartsock to use her ice cream trailer at 10 East Charles Street on September 17, 2024.
 1. The City Council has to determine if this event is worth violating city code.
10. Consideration of a motion to determine locations of Fayette County Transfer Station Recycle Containers.
 1. The City Administrator recommends moving all recycling containers to the Public Works Department.
11. Consideration of a motion approving the recommendation of the Planning, Finance, Enterprise, and Economic Development Committee on the Hotel Motel request of \$1,500.00 to the Williams Center for the Arts.
 1. The City Administrator recommends approving the motion.
12. Consideration of a motion to move the November 11, 2024 City Council meeting to November 12, 2024.
 1. City staff has a holiday on November 11. The City Administrator recommends moving the meeting to November 12.