



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 3/23/2020

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### **Consent Agenda**

1. Consideration of a motion approving March 9, 2020 Council Minutes
2. Claims Resolution
3. Consideration of a motion accepting proposal from A-Line Striping & Sweeping in the amount of \$6,487.09 for street painting

This item is routine in nature as it is something, we do each year. No major changes to the road marking in town this year. Staff had planned to meet with council over the alley near plaza park, but that topic has been delayed.

### **Resolutions**

4. Consideration of a Resolution Authorizing Temporary Closure of Public Ways or Grounds for Oelwein Celebrations Renewed, Inc.
5. Consideration of a Resolution Establishing Salaries for FY 2021

This item was discussed in a work session in January. Almost all staff is receiving a 2.75 percent raise which is agreed upon by the union. Department Heads are negotiated each year, and minor changes have been made with part time employees. All the wages proposed in the salary resolution are included in the latest budget. The City Administrator recommends approving

6. Consideration of a Resolution of Acceptance of Public Improvements - 20th Street Lift Station Improvements project

20<sup>th</sup> St. Lift Station improvements started in September of 2017. This project was to be completed in one weekend and completed by the fall of 2017. While 90 percent of the work was done in 2017, repeated attempts to close out the project with the contractor were unsuccessful. The city owes \$30,000 on the project to the contractor but will not pay out due to the lack of cooperation with the contractor. The city knew the contractor could be an issue, but with a bid \$86,000 under the engineer estimate and \$25,000 under the closest bid, the city did not have a good option. The City Administrator anticipates that this discussion is not over as the contractor is working with an attorney. The City Administrator recommends approving the resolution.

### **Motions**



7. Consideration of a motion setting Spring Clean Up day for April 25, 2020

The County Transfer station is not open May 2. The City may not be able to have this event until fall. The City Administrator recommends delaying this until further notice.

8. Consideration of a motion authorizing HVAC system compressor repair at the Oelwein Public Library

The library director has requested an unanticipated repair to the library HVAC. This money would come out of General Fund Reserves. The City Administrator recommends approving the repair.

9. Consideration of a motion approving Change Order No. 3 in the amount of \$-27,870.55 for 20th Street Lift Station assessment of liquidated damages

The city will be deducting this payment to 0 because of the lateness on the contractor. The City Administrator recommends approving this motion.

10. Consideration of a motion approving Progress Payment No. 2 in the amount of \$0.00 to Summer's Enterprise for work completed on 20th Street Lift Station Improvements Project

The city will be deducting this payment to 0 because of the lateness on the contractor. The City Administrator recommends approving this motion.

11. Consideration of a motion authorizing signatures on Certification of Substantial Completion for 20th Street Lift Station Improvements Project

The city will close out this project and be done with working with the project contractor. The City Administrator recommends approving this motion.

12. Consideration of a motion authorizing signatures on Engineer's Statement of Final Completion for 20th Street Lift Station Improvements project

Fox has provided a write up on this project. The City Administrator recommends approving this motion.

13. Consideration of a Motion Approving a Pay Request of \$60,226.46 to Yoder Construction for the Street Shop Addition and Rehabilitation

Vic has provided a write up for the progress on this project. The City Administrator recommends approving this motion.