



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 4/11/2022

Consent Agenda

2. Consideration of a Motion to approve the March 28, 2022 minutes.
3. Consideration of a Motion renewing the Class E Liquor License for Casey's General Store.

Ordinances

4. Consideration of an Ordinance Amending Chapter 22 Vehicles and Traffic Article IX Snowmobiles and All Terrain Vehicles. - First Reading
 1. I made all of the changes to provided by council member Stewart, Payne, and Seeders. I did after feedback and careful thought remove the appeal. Anyone who is issued a municipal infraction from misuse of a UTV can plea guilty or not guilty and go to court. The City Council does not need to hear these appeals as the court system can handle them. The City Administrator is not in favor a rushed UTV ordinance, but the one provided should meet expectations of the city council.

Resolutions

5. Consideration of a Resolution for Fiscal Year 2023 Salary.
 1. The City Administrator has presented the salaries to council in three work sessions. Council has provided input and the City Administrator has made changes. The City Administrator recommends approving the resolution.
6. Consideration of a Resolution approving financial institutions for the City's usage.
 1. This is required for the city to declare who and what banks we are using locally. The City Administrator recommends approving the resolution.
7. Consideration of a Resolution of a street closure for Oelwein Chamber and Area Development.
 1. These road closures are consistent with previous request. The Chamber has not had issues related to their road closures. The City Administrator recommends approving the resolution.



Motions

8. Consideration of a Motion to set a Public Hearing on the Oelwein Municipal Airport Re-pavement Project at 6:00 p.m. on April 25, 2022, at Oelwein City Hall.
 1. This project has been approved by council and a public hearing is required. The City Administrator recommends setting the public hearing.
9. Consideration of a Motion to solicit bids for mowing and maintenance of City owned vacant lots.
 1. This process should be outsourced as the City does not have staff to complete the work. The City works monthly to give away vacant lots, but several circumstances come into play and the city still owns several lots. The City Administrator recommends going out to bid for this service.
10. Consideration of a Motion to approve changes to the Fire Department Aerial Platform Project.
 1. This change order will save the City money by including a purchase of self-contained breathing apparatus (SCBA) equipment with the fire truck purchase. Council already approved this purchase over a five-year lease program. This will get the packs in with no lease required. This change order also includes equipment that was budgeted for in the original order of the truck, and is now being clarified to council. The City Administrator recommends approving the change order.
11. Consideration of a motion reducing bulk item stickers to \$5.00 for May, June, July, and August 2022.
 1. This program has been very successful and replaces the old spring cleanup. The City Administrator recommends approving the motion.
12. Consideration of a Motion entering into a Sidewalk Crossing License Agreement with Iowa Northern Railway Company.
 1. This is required for the trail that will be running along 4th St SW. The funding for this agreement will come from the trail funding. The City Administrator recommends approving this agreement.
13. Consideration of a Motion to review the recommendation of the Planning, Finance, Enterprise, and Economic Development Committee on 516 1st Ave NW.
 1. The only issue with this tax sale, is that the home is not a recognized abatement problem. The City had abatements for the home because it was abandoned. Council should decide the fate of this home based on the property owner's testimony. A neighbor has come forward to buy the property and have it torn down.