



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 12/09/2019

Consent Agenda

1. Consideration of a motion approving November 25, 2019 Council Minutes

Ordinances

2. Consideration of an Ordinance Deleting Section 22-101 - third and final reading
 - Staff continues to work with council on cleaning up the code for the city. This code section contains language about alternative parking in a snow emergency. This section does not work with the newest ordinance and requires removal. The City Administrator recommends approval of the first reading.

Resolutions

3. A Resolution Amending the Oelwein Rental Inspection Policy
 - The Community Development Department has reviewed the Oelwein Rental Inspection Policy and recommends minor changes. The changes are minor and are mostly for staff and landlord clarification. No substantial changes to the program are needed as it enters its second year. The City Administrator recommends approving the resolution.
4. Consideration of a Resolution filling the vacancy in the office of Council at Large by Appointment and the Publication of Notice Thereof
 - With the resignation of Matt Derifield, council has the option to appoint a council member. Staff is going through the requirements of this process and setting up a public notice is required. This notice states that council will appoint by resolution December 23. The City Administrator recommends approving the resolution.

Motions

5. Consideration of a motion authorizing signatures on Task Order with Fox Engineering for Oelwein 2020 Watermain Improvements project
 - The city is moving forward with the project that council approved when staff applied for CDBG funds. This project will cost \$1,286,544 with CDBG covering \$600,000. The city will need to loan for the remaining amount and use the water infrastructure fee to pay for the loan. While the city has cash on hand, it must use that cash to rehabilitate the west water tower, because the city cannot do an SRF for maintenance. The City Administrator recommends approving the task order.



6. Consideration of a motion approving Pay Request No. 7 (final) in the amount of \$9,393.50 to Flynn Company, Inc. and authorizing signatures on Statement of Completion and Final Acceptance of Work for Old Road Paving Improvements project
 - At last this project is coming to an end. This project was paid for using Upper Exploreland funds provided by the DOT. An issue between the contractor and the DOT caused this project to be delayed by a year. The City Administrator recommends approving the pay request.

7. Consideration of a motion directing staff on the next steps for working on the West Side Odor
 - At this point staff is requesting direction on what council wants to do for the next steps to address the odor on the West Side. It is of the opinion of the City Administrator that staff is handling this issue and that DCW is working with staff. Vic Kane has provided information to make sure council is up to date on the process. Staff works at the direction of council and welcomes any input.