



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 11/4/2021

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#### Consent Agenda

1. Consideration of a motion to approve the minutes of the October 25, 2021 Council Meeting
2. Consideration of a new Class 'C' Liquor and Sunday Sales License for Get R' Fried

#### Public Hearing

3. Public Hearing on proposed adoption of an Ordinance Granting to ITC Midwest LLC, a wholly owned subsidiary of ITC Holdings Corp., a 25-Year Non-Exclusive Electric Transmission Franchise
4. Public Hearing on Boundaries for Designated Wards of the City of Oelwein

#### Ordinances

5. Consideration of an Ordinance granting to ITC MIDWEST LLC, a wholly owned subsidiary of ITC HOLDINGS CORP., its successors and assigns the right and franchise to acquire, construct, reconstruct, erect, maintain, operate and remove in the City of Oelwein, Fayette County, Iowa, a transmission system for electric power and the right to erect and maintain the necessary poles, lines, wires, conduits and other appliances, equipment and substations for the transmission of electric current and telecommunications along, under and upon the streets, avenues, alleys and public places in the City of Oelwein, Fayette County, Iowa; granting the right to erect and maintain upon the streets, avenues, alleys and public places, transmission lines through the City of Oelwein, Fayette County, Iowa, for the period of twenty-five (25) years; and granting the right of eminent domain - First Reading
  1. This allows ITC to operate within the City of Oelwein. Creating this ordinance is essential to work with ITC. With a franchise, the city would have to sell pole locations and pay for any change of pole locations. The City Administrator recommends approving the first reading.
6. Consideration of an Ordinance Amending Oelwein Municipal Code Chapter 22 Vehicles and Traffic, Adding Article VII Automatic Traffic Enforcement Sections 22-180 through Section 22-189 - Third and Final Reading
  1. The Mayor and council members requested this item be brought forward. Speed Cameras and Red-Light Cameras have been discussed on and off for several years. This ordinance allows the city to implement each if they decide at a later meeting. Council would have to vote on locations, rules, and the vendor for the cameras. The City Administrator recommends



approving the final reading. The next step will be reviewing vendors and locations.

7. Consideration of an Ordinance Establishing Boundaries for Designated Wards of the City of Oelwein - First Reading
  1. The City is updating their job titles and moving the City Admin/Clerk title to a stand alone Clerk. The current Deputy Clerk does all of the Clerk duties and much more. This will help define positions in City Hall and bring Oelwein into a system used by many communities.

#### Resolutions

8. Consideration of a Resolution for the Hazard Mitigation Grant Program - Fire Department Generator
  1. The City has the opportunity to get a generator for the Fire Station. This will only require a local match of \$3,000. This would greatly improve the emergency readiness at the fire station. The City Administrator recommends approving the resolution.
9. Consideration of a Resolution Agreeing to apply for Financial Assistance with the United States Department of Agriculture, Rural Development to finance Oelwein Mobile Data and Incident Transparency Project
  1. This is for the grant that the police department needs to upgrade equipment. The City Administrator recommends approving the resolution.
10. Consideration of a Resolution agreeing to apply for Financial Assistance with the United States Department of Agriculture, Rural Development to finance Oelwein Disaster Response and Coordination
  1. This is for the grant that will provide new radios to the city to help with disaster response. The City Administrator recommends approving the resolution.
11. Consideration of a Resolution Directing the Sale of the City's Interest in 318 7th Street SW, Oelwein, Fayette County, Iowa
  1. The housing board has brought forth a recommendation to sell this home. The City is into the home in the amount of \$142,587.06. The offer is below the city's investment, but it a great offer considering the lack of other offers. The buyer will not get the tax abatement which would have been in the area of \$10,000. While the city has some work left on the property, this cost will not exceed \$8,000. The remaining work is to grade the site, rock the driveway, and construct porches. This is a win for Oelwein as a young family is moving to a better home and will continue to build onto the home. The City Administrator recommends approving the resolution.
12. Consideration of a Resolution ratifying Amended Development Agreement with Forsyth Management Company LLC



1. This is part of the TIF program with Forsyth Management Company LLC. The City Administrator recommends approving the resolution.
13. Consideration of a Resolution Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa
  1. The city must certify debt to create TIF. TIF can only be used to pay back debt. This must be completed in order to pay back TIF agreements. The City Administrator recommends approving the resolution.
14. Consideration of a Resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to ICE Manufacturing, Inc.
  1. This payment is to pay the economic development incentive to ICE Manufacturing. The City Administrator recommends approving the resolution.

#### Motions

15. Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development re: Demolition Assistance for 323 1st Avenue SE
16. Consideration of a motion approving signatures on Change Order No. 2 to Summers Enterprises in the amount of \$48,160 for Oelwein 2021 Water Main Improvements Project
  1. This work has been completed and is satisfactory. The City Administrator recommends approving the motion.
17. Consideration of a motion authorizing signatures on Task Order No. 2003-20A-1 Oelwein NE Sanitary Sewer Improvements Project with Fox Engineering
  1. Council heard about this project in an October work session. Funding will come from Cares Act, CDBG, and cash on hand. This will help residents who get flooded each year in their basement. The City Administrator recommends approving the motion.
18. Consideration of a motion to make roof repairs on City Hall and the Fire Station in the amount of \$7,165.00
  1. These repairs are continued maintenance on the roofs. The library roof is another large project. The City Administrator recommends approving the motion.
19. Consideration of a motion to approve Bergan KDV for work to complete the city phone and internet infrastructure upgrade in the amount of \$31,978.00
  1. This will allow the city to upgrade to voice over ip (VOIP) phones. The current phone system has reached its useful life. City Hall also needs new switches and routers. This project has been long delayed, and it is time to make these improvements. Funding is available from Franchise Fees. The City Administrator recommends approving the motion.
20. Consideration of a motion approving Maximum Sight and Sound for internet infrastructure and wiring of City Hall, Fire Station and Utilities in the amount of \$25,850.00
  1. This funding will provide the network for each building. City Hall and the Fire station will be upgraded through new switches and new ethernet



ports. Utilities will get connected to streets and parks and put them on one network. The City will see one less internet service out of this deal

21. Consideration of a motion to approve West Union Trenching for work on internet infrastructure and wiring of City Hall, Fire Station and Utility Buildings in the amount of \$12,051.50
  1. This will provide the trenching from Utilities to Streets to Parks. The copper cable connecting them has reached its useful life. This will also connect City hall to the first station. This ethernet will be ran through the conduit that connects both buildings. After this all buildings will be able to connect many more devices and have streamlined internet. The City Administrator recommends approving the motion.