



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 10/27/2025

Consent Agenda

1. Claims resolution.
2. Consideration of a Class 'C' Liquor License renewal for Oil & Wine Beer Co. LLC DBA Ampersand.
3. Consideration of a resolution authorizing the temporary closure of public ways or grounds for the Oelwein Volunteer Fire Department for controlled burn training on October 28, 2025.

Resolutions

4. Consideration of a resolution approving pay application number one in the amount of \$13,822.50 to Taylor Construction for the 10th St. Bridge Project.
 1. This is the first pay application for the 10th St. Bridge. This bridge is being closed this winter to allow more working days and hopefully a sooner opening date for the bridge. The work has been satisfactory. The City Administrator recommends approving the resolution.
5. Consideration of a resolution approving a five-year sewer maintenance contract with CIT Sewer Solutions.
 1. The city plans to do more work on the sewer infrastructure over the next ten years, and doing more televising and cleaning is necessary. This work was budgeted and will help the sewer CIP plan. The City Administrator recommends approving the resolution.
6. Consideration of a resolution approving the purchase of an automatic transfer switch from Interstate Power Systems in the amount of \$28,464.68.
 1. This switch is a vital piece of equipment at the wastewater plant. It ensures the generator kicks on during power outages. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving tree grinding by T&W in the amount of \$22,750.00.
 1. This expenditure was planned for, but the exact amount was not. The tree utility fund is healthy and can, and was planned for, to cover this cost. The City Administrator recommends approving the resolution.
8. Consideration of a resolution approving the Demolition Assistance application to Russ McNamara & Charles Rochford for 122 7th Street SE in the amount of \$5,000.00.
 1. While this property would be a great commercial space, this is still doing some good by enhancing the adjacent properties. The City Administrator recommends approving the resolution.



9. Consideration of a resolution setting a public hearing for November 10 at 6:00PM in the Council Chambers on the sale of 14 3rd Ave SE in the amount of \$1,101.00.
 1. This will help a property expansion and will place the property back on the tax rolls. The City Administrator recommends approving the resolution.
10. Consideration of a resolution setting a public hearing for November 10 at 6:00PM in the Council Chambers on the sale of 501 West Charles in the amount of \$100.00.
 1. This property will be renovated and brought back into a habitable condition. The City Administrator recommends approving the resolution.
11. Consideration of a resolution accepting 109 9th Ave SW, 115 9th Ave SW, & 214 4th Ave NW from FJI-I Holdings, LLC as Property Forfeitures.
 1. This provides the city a great opportunity to expand housing. These lots are ideal for new builds and the city is already in discussions. While the city has to take one poor property, the city is getting two lots that can support multiple living units. The City Administrator recommends approving the resolution.

Motions

12. Consideration of a motion approving direction from the Planning, Finance, Enterprise, and Economic Development on the Hotel Motel request of \$9,369.00 to Oelwein Coliseum Ballroom.
 1. The city has used hotel motel dollars to improve non-profits that bring people to town. The Coliseum is a great investment.