



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 9/8/2025

Consent Agenda

1. Consideration of a motion to approve the August 25, 2025 minutes.
2. Consideration of a resolution authorizing temporary closure of public ways or grounds for Oelwein Volunteer Fire Department.

Public Hearing

3. Public Hearing on September 8th, 2025 at 6:00 PM at the Oelwein City Council Chambers for the construction plan specifications for the construction of the 10th Street Bridge.
 1. The city is required by the state of Iowa to have a public hearing on large infrastructure projects. This allows the public to provide comment on the project.
4. Public Hearing on September 8, 2025 at 6:00 PM at the Oelwein City Council Chambers for a lease with Alltel Corporation d/b/a Verizon Wireless for land at 230 4th Street SW (Parcel No. 1821376002) for construction of a cell phone tower.
 1. With the proposed lease being longer than three years, a public hearing is required.

Resolutions

5. Consideration of a resolution approving the plans and specifications of the 10th St. Bridge Project from origin Design and approving the bid from Taylor Construction, Inc. in the amount of \$1,416,351.70
 1. The city is thrilled to have a low bid with a responsible contractor. This bridge is critical to Oelwein and will be a welcomed replacement. The City Administrator recommends approving the resolution.
6. Consideration of a resolution approving a lease with Alltel Corporation d/b/a Verizon Wireless for land at parcel number 1821376002, LOTS 1 TO 5 BLK 5 BENNETT'S ADD & PC 215' X 450' ADJ ON N LOTS 1 TO 5 BLK 1 MILES ADD, for construction of a cell phone tower
 1. This tower will provide funding to Oelwein for cleanup of the site and future general fund needs. This location is not used currently and will need major investment before it is turned into a new development. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving Final Pay Application No. 9 in the amount of \$12,240.75 to Woodruff Construction for the Oelwein Municipal Airport Airfield Vault.
 1. This project went well. The only delay was waiting for electrical components. With it being a federal project, we have a lot of more steps



for the project. While the project was formally accepted in August, we have one last payout. The City Administrator recommends approving the resolution.

8. Consideration of a resolution approving a demolition bid in the amount of \$43,558.00 with Matt Construction for the 2025 Demolition Project.
 1. The city has grant funding for two properties and will be burning the last property. This allows the city to do tear downs, even though the city's tear down funding went to the downtown building. Matt Construction has removed several buildings in town and does satisfactory work. The City Administrator recommends approving the resolution.
9. Consideration of a resolution approving a three-year contract with NUWAVE for Voice over Internet Protocol phones (VOIP).
 1. The city's current contract is expiring, and the carrier is increasing their cost. Even with all new phones, the city will save money after one year on the new contract. The City Administrator recommends approving the resolution.
10. Consideration of a resolution authorizing the release of mortgages granted by BBV, LLC. and Tiki Properties, LLC., to the City of Oelwein.
 1. This property has met all its obligations for the downtown grants. The City Administrator recommends approving the resolution.

Motions

11. Consideration of a motion to move the employee December 24, 2025 holiday to December 26, 2025
 1. This will allow for a four-day weekend for staff in December.