

March 16, 2015

Atkins, Iowa

Council met in regular session. Members present were: Weston Bishop, Tim Harbach (arrived late), Kevin Korsmo, Diane Herman, and Bill Lynch. Absent: None. Mayor David Becker called the meeting to order at 7:30 pm. Also present: Melissa Rammelsberg, City Clerk/Treasurer; Kelli Scott, City Engineer; Scott Waybill; Dean Andes; Kirk Draper; Tom Sheetz; David Sheetz; Matt Sheetz; JoAnne Dyar; LeAnne Krell; Mike Bryant; Dennis Knock; Molly Knock; Curt Walser; Annie Kaestner; Daric Kaestner; Neil Hayden; Beverly Hayden; Roger Stein; Corey Surom; and Mike Jennings, Public Works Director.

Korsmo made a motion, second by Herman, to approve the Consent Agenda which consisted of the minutes from March 2nd, February Financial Report, and list of bills for approval. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Bills approved:

Allen, Vernon & Hoskins PLC	Legal Fees	\$293.62
Alliant Energy	Electric Utility	4,718.04
“ “	Fire Dept - Electric Utility	103.18
Atkins Telephone Co.	Fire Dept. Phone Bill	133.12
“ “	City Phone Bill	317.92
Atkins Lumber Co.	Fork Rent & Supplies	29.99
Benton County Engineer	Quarterly Landfill Fee	13,777.50
Chase Card	Fire Dept – Medical Supplies	159.66
“ “	Water Postage & Supplies	444.59
“ “	Newsletter & City Postage	107.80
Crawford Quarry	Rock for Road fill	83.05
Data Technology	Summit Spring Annual Training	170.00
Payroll	Wages	4,457.38
Hawkins	Water Supplies	1,886.42
John Deere Financial	Water Supplies	2.28
Keystone Laboratories	Wastewater Testing	455.40
“ “	Water Testing	27.60
Linn County REC	Sewer Utility Service	672.48
Marengo Publishing Corp	Publication Expense	433.92
MidAmerican Energy	Gas Utility	749.12
“ “ “	Fire Dept – Gas Utility	170.94
Sam’s Club	City Supplies	44.01
Staples	Office Supplies	174.70
“ “	Software – Adobe Acrobat Pro	449.99
The Depot Express	Fire Dept Fuel	46.82
“ “ “	Fuel	121.58
“ “ “	City Supplies	3.98
The Northway Corporation	Water Plant Flow meter repairs	1,684.00
Treasurer State of Iowa	Q4 Withholdings	2,755.60
U S Cellular	Cell Phones	175.64
“ “	Fire Dept Cell Phone	10.00
Waste Management	Recycling Fee	3,627.68
Wellmark	Health Insurance Premium	1,606.90

Library bills:

Payroll	Wages	\$1,164.67
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Alliant Energy	Electric Utility	451.29
Atkins Telephone Co.	Library Phone Bill	66.34
Chase Card	Books	254.08
“ “	Postage & Supplies	91.49
DP Properties LLC	Janitorial Services	160.00
MidAmerican Energy	Gas Utility	256.60
Sam’s Club	DVDs	41.64
Staples	Office Supplies	7.00
WageWorks	Flex Pay	45.00
Wellmark	Health Insurance Premium	763.81

February Finance Report	<u>Receipts</u>	<u>Warrants</u>
General Fund	\$ 19,326.67	\$ 26,329.96
TIF	\$ 860.77	\$ 0.00
Road Use Tax	\$ 14,645.48	\$ 1,446.51
Debt Service	\$ 0.00	\$ 0.00
Water Fund	\$ 12,243.43	\$ 11,457.64
Sewer Fund	\$ 9,100.35	\$ 5,625.75
<u>Sewer Debt Fund</u>	<u>\$ 566.00</u>	<u>\$ 0.00</u>
Totals	\$ 56,715.78	\$ 44,859.86

Bishop made a motion to approve Resolution 615 to set the hearing date on State Revolving Fund (SRF) Loan and Disbursement Agreement for April 6, 2015 and an amount not to exceed \$366,500, seconded by Herman. Ayes: Bishop, Herman, and Korsmo. Nay: None. Absent: Harbach. Resolution carried.

Tim Harbach arrived.

Kirk Draper shared that he had meet with the Atkins Community Club (ACC) to discuss a contact to create a city flag and/or logo. ACC agreed to put up \$150 into a contest as long as the City would also put \$150 into the contest. Herman made a motion for the City to set aside \$150 to put toward the contest, seconded by Lynch. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nay: None. Absent: None. Motion carried.

Atkins Public Library hours will be changing as of April 1st to Monday through Friday from 10am to 12pm and 1pm to 6pm, and Saturday from 9am to 12pm. Kirk Draper, Library Board, shared the change was to make the hours more consistent for residents and provide Friday morning hours which has been requested.

LeAnne Krell, JoAnne Dyer, and Mike Bryant with Casey’s General Store presented information about the proposed store that Casey’s would like to bring to Atkins and answered questions from the Council and residents. Krell shared that the style of store was designed to fit into a residential neighborhood. Lynch asked about the proposed location and if other sites were considered. Krell shared that Casey’s has defined criteria to select a site, and that site along 33rd Avenue meets all the criteria that would meet Casey’s needs to bring a store to Atkins. Lynch also asked about how Casey’s supports the community. Krell shared a few examples that Casey’s supports communities, such as fundraiser cards, monetary donations to community events, providing free coffee/donuts at manager’s discretion for volunteer firefighters. Krell shared that managers typically are part of the community and know what the community needs, so they are empowered to meet the needs within the community. Kormso asked about the process to request support. Krell shared that small donations would go through the manager, and larger monetary donations are submitted on a one page form and reviewed by a committee every

Monday. Harbach expressed concerns with traffic on the road and advised that personally he did not like the location. Becker and Korsmo expressed concerns with walking/biking/golf cart access to the proposed location. Herman asked about how they address adjacent homeowner's concerns that do not want a store near them. Krell shared that after they meet with the homeowners to answer questions and get their feedback in parallel with the City Engineer review of the plans to roll that feedback into the updates together. Bishop expressed concerns with detention basins and lighting plans. Krell shared about other communities and that they have strict lighting plans they follow when in residential neighborhoods and they comply with local code as well. Bishop expressed concerns about trash/cleanliness of Casey's stores in other communities in the residential neighborhoods. Harbach asked if discussions were held with the current gas station site to purchase that. Krell shared that they approach those owners first before looking for alternative sites and those discussions over a year ago were not fruitful. Resident Dennis Knock asked about the site search criteria. Dyar shared traffic count and growth locations are looked at first, then a list of subcriteria such as environmental condition/fill are considered. Council shared about possible changes to the traffic patterns due to changes with the elementary school.

Engineer Scott shared an update the Waste Water Treatment Facility Plan that was just approved by the DNR, and that design will be finalized by Dec 2015 for bidding to occur in Feb 2016. Scott shared that we are continuing to wait for a response to the request for an easement from the Gerhold's for Parkridge Road Sidewalk. She also shared her support in providing information on scope and capability for GIS services. Harbach raised concerns about black dirt silting on the north side of Parkridge road from the Daycare runoff and also expressed concerns with drainage tile running into the drainage way rather than the detention basin. Scott advised that she will contact the Daycare owners.

Jennings shared an update on purchasing a gas monitor for the city. Bishop asked if this was a required item for the water plant, and it was debated. Korsmo asked about liability on the city if the proper equipment was not provided, and requested the Clerk to look into it. Lynch requested the city employees to make sure to understand OSHA requirements and ensure understanding of what is needed. Harbach made a motion to table purchasing a gas monitor for further research, seconded by Herman. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nay: None. Absent: None. Motion carried.

Korsmo made a motion to have a stop sign placed at Cardinal Avenue heading north at the intersection with Parkridge Road, seconded by Bishop. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nay: None. Absent: None. Motion carried.

Jennings shared that there are additional signage needed at the T intersections in the newer development. Bishop motion for the Engineer and Public Works Director to review all intersections (unsigned or yield signs) to make a recommendation, seconded by Herman. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nay: None. Absent: None. Motion carried.

Clerk shared an update from the building inspector on electrical inspections. Clerk advised the State is requiring the inspections to be done by a certified inspector, and the current building inspector is not certified. Clerk shared for now new constructions would be advised to pull an electrical permit through the state until this item could be added for further discussion with the Council. Resident Beverly Hayden advised that she works with Linn County Rural inspectors and could check with her management to see if they could inspect for Atkins.

Lynch shared an update from the Benton Development Group meeting that he had attended, and a suggestion to have an intern to learn about how the city works to get involved with city government. He will work with the Clerk to put together a statement of work.

Resident Dennis Knock asked Council if there would be a decision from Council or Planning & Zoning to determine if the Casey's proposed site would be acceptable. Mayor Becker shared that the proper process of events need to be followed for the decision making process.

On motion by Harbach, second by Korsmo, voted to adjourn. Ayes: Bishop, Harbach, Herman, Korsmo, and Lynch. Nay: None. Motion carried. The next regular council meeting will be on Monday, April 6, 2015 at City Hall, 480 3rd Avenue, starting at 7:30 PM.

David Becker, Mayor

ATTEST: _____
Melissa Rammelsberg,
City Clerk/ Treasurer