

Council met in regular session. Members present were: Weston Bishop, Kevin Korsmo, Diane Herman, and Bill Lynch. Absent: Tim Harbach. Mayor David Becker called the meeting to order at 7:30 pm. Also present: Melissa Rammelsberg, City Clerk/Treasurer; Curt Walser; Lonnie Carney; and Terry Carney.

Korsmo made a motion, second by Herman, to approve the Consent Agenda which consisted of the minutes from December 15th, December Finance Report and list of bills for approval. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Bills approved:

Atkins Telephone Co.	Fire Dept. Phone Bill	133.32
“ “	City Phone Bill	265.82
Atkins Lumber Company	Water Supplies/ Lift Rent	34.56
“ “	Sewer Supplies	16.56
“ “	City Hall – Ice Melt	10.99
Benton County Solid Waste	Landfill Tipping Fees (Nov & Dec)	685.82
Data Technology Inc	W2 Forms	70.46
Payroll	Wages	5,412.11
Payroll	Bonus	1,400.00
Furler Utility Services	Wastewater Testing	360.00
Grainger	Water Plant Supplies	36.60
Hawkins Inc.	Water Supplies	3,353.95
IMFAO	Dues	40.00
John Deere Financial	Supplies	62.72
Marco	Copier Agreement – Quarterly	432.66
Metlife	Disability & Life Insurance	527.16
Mike Jennings	Health Insurance	173.40
Rabe Hardware	Plumbing	135.00
Snyder & Assoc, Inc.	Cardinal Ave Street Utility	31.36
“ “	71 st & Parkridge Intersection	350.10
“ “	High Point Drive Drainage	484.00
“ “	General Engineering 2014	121.00
The Depot Express	Road Fuel	132.57
“ “	Fire Dept – Fuel	65.97

Library bills:

Payroll	Wages	\$1,429.14
Payroll	Bonus	500.00
Atkins Telephone Co.	Library Phone Bill	67.97
Computer Solutions	Wi-Fi Equipment Library/ City Hall	1,671.40
DP Properties LLC	Janitorial Services	240.00
Metlife	Disability Insurance	91.68

December Finance Report

	<u>Receipts</u>	<u>Warrants</u>
General Fund	\$107,494.59	\$ 84,086.51
TIF	\$ 0.00	\$ 0.00
Road Use Tax	\$ 0.00	\$ 21,630.47
Debt Service	\$ 0.00	\$ 0.00

Water Fund	\$ 18,505.12	\$ 13,522.18
Sewer Fund	\$ 4,374.95	\$ 13,240.60
<u>Sewer Debt Fund</u>	<u>\$ 458.00</u>	<u>\$ 0.00</u>
Totals	\$140,832.66	\$132,479.76

Mayor Becker appointed Kevin Korsmo as Mayor Pro Tem. Mayor Becker than asked the council to approve his appointment of Mike Jennings as Public Works Director and Mike Less, LuAnn Anderson, Donna Scheer, Kirk Draper, and Ruby Parris to the Library Board. Korsmo made a motion, second by Lynch, to approve the appointments. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Mayor Becker shared he is still looking for appointments for the Zoning Board of Adjustments. Korsmo made a motion to table the appointment and approval of the Zoning Board of Adjustments until the next meeting, seconded by Bishop. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Korsmo made a motion to make the following appointments by the City Council; City Clerk/Treasurer – Melissa Rammelsberg, City Attorney – Don Hoskins, Planning & Zoning Commission – Rob Baxter, Linda Clark, Beverly Hayden, Dave McGovern, and Bruce Visser, Zoning Administrator – Melissa Rammelsberg, The Star Press Union as the official newspaper and Atkins Savings Bank & Trust as the official depository of funds for the city. Lynch seconded the motion. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Residents Lonnie & Terry Carney shared concerns with a snow plow, trailer and vehicles being left on the street for long periods of time without moving. Clerk shared that notices have been sent to these neighbors in the past for cars and trailers parked on the street, and the sheriff’s office had been contacted to place notices on these vehicles. Council requested Clerk to have Sheriff’s office ticket the vehicles on the street and ask about towing.

Council heard information about a request to place a USAGAIN box at the library/city hall for clothing and shoe donations. Korsmo made a motion, second by Herman, to table the discussion until additional information could be gathered. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Herman made a motion, seconded by Bishop, to approve Resolution #609, a resolution to authorize the issuance of the City’s \$1,340,000 General Obligation Bonds, authorizes an escrow agreement, and directs the Bond Registrar to take action to call the outstanding 2007 notes for prepayment as of June 1, 2016. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Resolution was approved.

Korsmo made a motion to purchase a snow removal box blade as requested by Public Works. Motion was seconded by Lynch. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

The Clerk shared that Wellmark Foundation has granted the City of Atkins an extension in fundraising for the Parkridge Sidewalk MATCH grant through March 2015. At that time, the remaining balance of the match will need to be covered by the City. Clerk advised that funds may need to be set aside in next fiscal year’s budget to cover any short fall.

The Council considered the third and final reading of Ordinance # 199 which would add a new section allowing for temporary suspension of services and provision for customers in active

military. Lynch moved to approve the third and final reading. Second was made by Herman. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Ordinance was approved.

Clerk shared an update on delinquent water bills and collection of back payments. Since the end of September, the back balance has been decreased by \$6,216.66, and overall due is down by \$7,098.26. Clerk shared that setting up payment plans and following up is working, but asked the Council to approve a payment plan form that would allow for a notice on the first missed payment and shut off on the second missed. Herman made a motion to approve the payment plan form as presented, with a second by Lynch. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried.

Clerk also asked about pursuing liens on properties where outstanding water bill balances are over \$2,000 dollars. Council requested Clerk and Deputy Clerk to work through a process to file a lien, and set up a deposit and signature form agreeing that late payments will result in shut off.

Council requested the Clerk to look into estimates for adding a security/camera system to the Library/City Hall.

On motion by Bishop, second by Lynch, voted to adjourn. Ayes: Bishop, Herman, Korsmo, and Lynch. Nay: None. Absent: Harbach. Motion carried. The next regular council meeting will be on Monday, January 19, 2015 at City Hall, 480 3rd Avenue, starting at 7:30 PM.

David Becker, Mayor

ATTEST: _____
Melissa Rammelsberg,
City Clerk/ Treasurer