

Council met in regular session. Members present were: Weston Bishop, Tim Harbach, 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; Heather David, Deputy Clerk; Kirk Draper; Mike Less; Cathy Becker; Corey Sorum; and Dennis Knock.

Korsmo made a motion, second by Lynch, to approve the Consent Agenda which consisted of the minutes from January 19th, amendment to November 3, 2014 minutes, and list of bills for approval. Ayes: Bishop, Harbach, Herman, Korsmo, and Lynch. Nay: None. Motion carried.

The following is an amendment to the November 3, 2014 minutes to include items that were previously omitted in error: “Council reviewed the Annual Financial Report for fiscal year 2014 (FY14) beginning on July 1, 2013 through June 30, 2014 as presented by the Clerk. Herman made a motion to accept and approve the Annual Financial report with a second by Harbach. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Council reviewed the Annual Urban Renewal Report as presented by the Clerk. Korsmo made a motion to accept and approve the Annual Urban Renewal Report with a second by Herman. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Council reviewed the proposed City TIF Indebtedness Certification Form, which includes request to collect TIF for GO Bonds and reimbursement for the Cardinal Avenue extension. Harbach made a motion to approve the City TIF Indebtedness Certification form as presented, seconded by Korsmo. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.”

Bills approved:

Alliant Energy	Electric Utility	\$4,673.99
“ “	Fire Dept - Electric Utility	113.80
Allen Vernon & Hoskins, PLC	Legal Fees	102.13
Altorfer Inc.	Water Plant Repairs	1,007.10
Atkins Lumber Co.	Fire Dept – Diesel fuel additive	29.88
“ “ “	Fork Rent & Water bill drop install supply	52.80
Atkins Telephone Co.	Fire Dept. Phone Bill	133.94
“ “	City Phone Bill	286.86
Benton County Extension	Summer Science Camp Donation	300.00
Benton County Solid Waste	Landfill Tipping Fee (12/26/14-1/15/14)	753.75
Dick Lange	Financial Consulting (9.5hrs)	380.00
Furler Utility Service LLC	Wastewater Testing	435.00
Payroll	Wages	4,501.88
Grainger	Fire Dept – Medical Supplies	161.75
Hawkins Inc.	Water Supplies	953.73
Heather David	Training Mileage – 15 miles	8.63
Linn Co-op	Road Use supplies	73.00
Melissa Rammelsberg	Meeting Mileage – 44 miles	25.30
Menards	Water Plant Supplies	14.98
P & K Midwest	Snow Removal Boxblade	7,420.22
Treasurer State of Iowa	Q4 Sales Tax Payment	3,144.00
Wellmark	FlexPay Administrative Fee	587.20

Library bills:

Payroll	Wages	\$1,174.89
Alliant Energy	Electric Utility	462.17
Atkins Telephone Co.	Library Phone Bill	70.20
“ “	Technical Support	65.00
DP Properties LLC	Janitorial Services	160.00

Clerk shared an update from the Annual Exam performed by the State Auditors last week. The preliminary findings were consistent with prior year findings, but several had been resolved with separation of duties with having a deputy clerk. Clerk shared that the final report should be available for review in March or April.

Herman made a motion to approve Resolution #611, a resolution to approve naming depository of Atkins Savings Bank and setting a maximum deposit amount. It was seconded by Harbach. Ayes: Bishop, Harbach, Herman, Korsmo, and Lynch. Nay: None. Resolution carried.

Council discussed questions on the proposed fiscal year 2015-2016 with Library Board Members, Kirk Draper and Mike Less, and Library Director, Cathy Becker. Council raised concerns with paying a volunteer for the Summer Reading Program. Library Director Becker shared that the current volunteer spent 260 hours leading up to the program, and that did not include the hours once the program started. Harbach asked the Clerk/Library Director to look into the paid volunteer to see what is possible and how the compensation might work. Lynch asked the Library Director to check on increasing the Assistant Library Director's hours to help with the programing rather than hiring another resource. Council also recommended looking at 2 – 3 comparable cleaning companies before finalizing a new cleaning contract for the Library/City Hall. Korsmo acknowledged that it was nice having Library Board representatives at the meeting, and would like more contact with the Library Board throughout the year.

Council reviewed the proposed fiscal year 2016 (FY16) budget for July 1, 2015 – June 30, 2016. Bishop made a motion to set the Public Hearing date for March 2, 2015, with a second by Herman. Ayes: Bishop, Drahos, Herman, Harbach, and Korsmo. Nay: None. Motion carried.

Clerk passed along thanks from the Public Works Director for the purchase of the snow removal box blade as it has made the snow removal from the weekend storm go much easier and quicker.

Bishop requested to add a discussion to a later Council Meeting agenda on building permits to understand when/how they are issued.

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, February 16, 2015 at City Hall, 480 3rd Avenue, starting at 7:30 PM.

David Becker, Mayor

ATTEST: _____
Melissa Rammelsberg,
City Clerk/ Treasurer