

April 20, 2015

Atkins, Iowa

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; Kelli Scott, City Engineer; Dave Schaab, Waste Management; Gregory Hintz, Waste Management; Dick Lange; Jerry Michael, Building Inspector; Cathy Becker, Library Director; Mike Havlik; Michelle Lochner; Beverly Hayden; Corey Surom; Todd Damon, Public Works; and Mike Jennings, Public Works Director.

Korsmo made a motion, second by Lynch, to approve the Consent Agenda which consisted of the minutes from April 6<sup>th</sup>, March Financial Report, and list of bills for approval. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nay: None. Motion carried.

Bills approved:

Allen Vernon & Hoskins, PLC	Legal Services	\$114.89
Chase Card	Software License & Supplies	182.19
“ “	Wastewater Training	125.00
“ “	Newsletters	178.81
“ “	Water Postage	213.52
“ “	Hydrant Flow Tester	543.00
“ “	Wastewater postage	1.40
Custom Hose & Supplies Inc	Grapple Bucket Hose Repair	73.61
Fox Apparatus Repair & Maint	Fire Dept – Vehicle Repair	1,310.55
Graybill	Fire Dept – Vehicle Repair	822.00
Havlik Engineering	Truck Maintenance	52.97
Hawkeye Fire & Safety	Fire Dept – Equipment Testing	161.20
Hawkins	Water Supplies	12,884.23
Internal Revenue Service	Federal Withholding – Q1 2015	4,107.00
IPERS	Pension Payment	2,762.40
Payroll	Wages	4,402.93
Keystone Laboratories	Waste Water Testing	435.38
Kloubec Koi Farm	Sewer Treatment Supplies	600.00
Linn County REC	Sewer Utility	690.98
LL Pelling Co	Road Patch Material	316.20
Marengo Publishing Corp	Publication Expense	300.12
MidAmerican Energy	Gas Utility	490.68
“ “ “	Fire Dept – Gas Utility	101.16
Sandry Fire Supply	Fire Dept – SCBA Supplies	109.31
Staples	Supplies	12.99
Treasurer State of Iowa	Sales Tax – Q1 2015	2,996.00
“ “ “ “	Withholding – Q1 2015	2,092.00
U S Cellular	Cell Phones	176.21
“ “	Fire Dept Cell Phone	10.00
USA BlueBook	Water supplies	76.23
WageWorks	Flex Pay	29.05
Waste Management	Recycling Fee	3,627.68
Wellmark	Health Insurance	1,549.12

Library bills:

Payroll	Wages	\$1,183.62
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Chase Card	Supplies	25.88
“ “	Postage	14.18
“ “	Books	287.74
DP Properties LLC	Janitorial Services	160.00
MidAmerican Energy	Gas Utility	160.48
Sam’s Club	DVDs	42.71
Staples	Supplies	68.97
WageWorks	FlexPay	132.83
Wellmark	Health Insurance	763.81

Dave Schaab with Waste Management shared information on demographics within Atkins and proposed moving to a cart based program for recycling and garbage service. Schaab shared that moving to carts would increase recycling by about 15% per household, which would help with reducing the waste going into the landfill. Schaab shared that the proposal would have 3 tiered pricing. The first tier would be for senior citizens and would include a 96-gallon recycle cart and 64-gallon solid waste cart for \$12.20 per month. The second tier would be the standard service and would include a 96-gallon recycle cart and 64-gallon solid waste cart for \$15.45 per month. The third tier would be an extra-large or family service and would include a 96-gallon recycle cart and 96-gallon solid waste cart for \$16.70 per month. With this change, the stickers would not be required for the cart, but would be needed only for anything set out in addition to the cart. Korsmo asked about non-recycle items that were placed in the recycle bins. Schaab shared that anything more than 10% would have a sticker placed on the bin and it wouldn't be picked up, which is the same policy as today. Council asked if the cart is damaged about who is responsible for repair or replacement. Schaab shared that Waste Management would be responsible for replacing the cart. Clerk asked about having a buyback program for excess garbage tags that homeowners have already purchased. Schaab will check into this. Schaab also shared that he will provide educational material for the schools and community to teach children the importance of recycling. Council asked if there is any flexibility in the pricing, and requested refiguring the numbers to bring down the senior citizen and standard costs while increasing the extra-large/family cost structure. Schaab will refigure the numbers. Council agreed to review the update at the next meeting.

Jerry Michael, city building inspector, shared background on the State requirements for electrical inspections and the required certification for an inspector. Michael shared that since he does not have the certification from the State, the State will have to do the electrical inspections. Michael shared this is consistent with other communities in Benton County, and the impact to new SFD will be increase of about \$150 for the electrical inspections in addition to the current \$500 with the city building permit. Michael shared that according to State inspections, they will not hold up a project so if they have not inspected within 3 days, the project can keep moving forward.

Dick Lange, president of Atkins Improvement Mission (AIM), shared an update on the results of the Raise a Glass for Atkins fundraiser. He requested Council consider input from AIM, Atkins Community Club, Park & Rec, and Council on future planning for land and consideration in laying out community recreation amenities, such as a splash pad, bathroom/concession, rec center, and additional baseball or soccer fields. Korsmo shared that having an integrated plan to include all the pieces to then look at acquiring the appropriate amount of land would be beneficial. Harbach shared that land has not been available to the City for a while, and it would be good to consider.

Council reviewed and considered the design plans for the Parkridge Sidewalk Project. Korsmo made a motion to approve Resolution #617, a resolution setting the date for the hearing and letting, and approving the form of notice of hearing on proposed plans, specifications, proposed form of contract and estimated cost and notice to bidders. It was seconded by Harbach. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Motion carried.

Scott shared an update on the daycare outstanding items, and that a meeting to cover the drainage swale was held earlier in the day to confirm understanding with the daycare owners and their engineer. Scott shared that daycare owners and their engineer will be pursuing an easement from the Gerholds to help with channeling the overflow from the drainage basin to the culvert under Parkridge Road. Scott reported the fence for the east playground at the daycare is in the drainage easement. Lynch asked if there are periodic inspections to understand if there are issues before it is all done. Herman shared that it would cost the city more to do the periodic inspections.

Mayor Becker shared that Mark expressed concerns about replacing the concrete panel, since Ralston does not believe they will continue to crack. Following discussion with Engineer Scott, Mayor Becker agrees with the decision that Council made on October 6, 2014 to have the panels replaced. Becker shared that he and Ralston has discussed extension of the maintenance bond, and Mayor Becker believes this approach will only delaying the necessary repairs and shift liability from the subcontractor to Ralston. Engineer Scott shared possible reasons why the road cracked such as late timing when the saw cuts were made, and the saw cuts were not made to specification depths. Korsmo shared that Ralston advised he will not be making a donation to the Fire Department, the Community Club, and is not looking at developing in any other areas around Atkins. Bishop shared he believed that to be extortion to leverage donations and community contributions to have the Council decide in his favor. Council decided to hold to their October 6, 2014 decision to replace the panels under the maintenance bond.

Clerk shared a quarterly department financial report for the Council's review, and advised the areas that would need to have a budget amendment filed. Harbach made a motion to move forward with a budget amendment on the proposed areas and to schedule the public hearing for the budget amendment for May 18, 2015, seconded by Korsmo. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Motion carried.

Public Works Director Jennings shared a quote from L.L. Pelling for chip seal street repairs at \$115,541.10, which is much higher than planned. Clerk shared there is \$75,000 budgeted for next fiscal year, an estimate of \$20,000 from the gas tax that will come in for road repairs, and we will have at least \$40,000 in the Road Use account at the beginning of next fiscal year. Harbach made a motion to approve the quote from L.L. Pelling for all the street repairs, seconded by Lynch. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Motion carried.

Harbach made a motion to approve Planning & Zoning's recommendation to proceed with leveraging ECICOG proposal for the Comprehensive Plan & Future Land Use Map updates, seconded by Herman. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Motion carried.

Korsmo made a motion to approve the second reading of Ordinance #200, an ordinance adding a new section for Parking Violations: Alternate. It was seconded by Harbach. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Motion carried.

Council reviewed the action plan put together by the Clerk to address the State Auditor's report on financial procedure controls. Clerk explained there are some segregation of duties items that would be too difficult and costly to address, which was discussed with the State Auditors. Clerk shared plans that still needed to be implemented on the non-financial resource review of financial documents, and progress on other items that action plans had been started prior to the annual exam or in January following the annual exam.

On motion by Harbach, second by Herman, voted to adjourn. Ayes: Bishop, Harbach, Herman, Korsmo, and Lynch. Nay: None. Motion carried. The next regular council meeting will be on Monday, May 4, 2015 at City Hall, 480 3<sup>rd</sup> Avenue, starting at 7:30 PM.

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David Becker, Mayor

ATTEST: \_\_\_\_\_

Melissa Rammelsberg,  
City Clerk/ Treasurer