

July 6, 2015

Atkins, Iowa

Council met in regular session. Members present were: Weston Bishop, Tim Harbach, Kevin Korsmo, Diane Herman, and Bill Lynch. Absent: Mayor Becker. Mayor Pro Tem Kevin Korsmo called the meeting to order at 7:30 pm. Also present: Melissa Rammelsberg, City Clerk/Treasurer; Amber Bell; Kelli Scott, Snyder & Associates; A. J. Berry, Snyder & Associates; Corey Sorum; Christy Damon; and Mike Jennings, Public Works Director.

Bishop made a motion, second by Herman, to approve the Consent Agenda which consisted of the minutes from June 15th, June 22nd, June 24th, June 25th, the June Financial Report, May Building Inspections Report, and list of bills for approval. Ayes: Bishop, Herman, Harbach, Korsmo, and Lynch. Nay: None. Motion carried.

Bills approved:

AffinityCare, Inc	EAP Services July – Sept	\$16.80
Allen, Vernon, Hoskins	Legal Services	165.96
Alliant Energy	Fire Dept – Utility Expense	134.48
“ “	Utility Expense	5,919.95
Atkins Lumber Company	Water Plant Supplies & Fork Rent	\$65.99
“ “ “	Fire Dept – Supplies	6.89
“ “ “	Road Supplies	19.36
Atkins Telephone Company	City Telephone Expense	268.81
“ “ “	Fire Dept – Telephone Expense	133.01
Badger Meter	Annual Maintenance Agreement	813.00
Benton County Solid Waste	Landfill Fee 5/20 – 6/17/15	993.75
Furler Utility Service LLC	Wastewater Testing	360.00
Hach	Water Supplies	351.35
Hach	Water Supplies	37.90
Hawkins	Water Supplies	3,044.67
“	Water Supplies	3,279.70
Payroll	Wages	10,784.77
Internal Revenue Service	Federal Withholding – June Q2 2015	2,159.40
Iowa League of Cities	Membership Dues	971.00
IPERS	Pension Payment	2,795.48
Keystone Laboratories	Water Testing	29.37
L.B. Anderson	Workman’s Compensation	695.00
“ “	Fire Dept – Workman’s Compensation	463.00
Linn Coop	Fire Dept – Generator Supplies	245.00
“ “	Water Plant Generator Fuel	366.46
Linn County REC	Sewer Utility	605.51
Melissa Rammelsberg	Reimbursement for Postage	8.75
Atkins Residents	Garbage Tag Reimbursement	4.80
Mike Jennings	Health Insurance	173.40
MetLife	Disability Insurance	317.28
MES	Fire Dept – SCBA compressor service	558.50
Snyder & Associates	Ridgeview 5 th Street Cracking	242.00
“ “	General Engineering	1,467.25
“ “	Waste Water Treatment Plant Design	25,320.00
Traf-o-Teria System	Parking Ticket Books	276.18
Van Meter Inc	Fire Dept – Supplies	15.53
WageWorks	Flex Pay	8.00

Waste Management	Recycling Fee	3,627.68
Library bills:		
Payroll	Wages	\$2,276.89
Alliant Energy	Utility Expense	475.94
Atkins Telephone Company	Telephone Expense	66.29
DP Properties LLC	Janitorial Services	240.00
L.B. Anderson	Workman's Compensation	24.00
Marco	Library Printer Agreement	107.25
MetLife	Disability Insurance	91.68
MidAmerica Books	Books	203.40
MicroMarketing	Books	72.49
Pam Duball	Summer Reading Program Expense	440.84
WageWorks	Flex Pay	406.91

Mayor Pro Tem Korsmo opened the Public Hearing for the environmental impacts (or lack thereof) of the Waste Water project. The Clerk reported there were no written objections filed. Korsmo asked for comments from those in attendance. None were offered. Public Hearing was closed. Harbach made a motion to approve Resolution #630, a resolution to approve the Iowa State Revolving Fund Environmental Information Document. Lynch seconded the motion. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution was approved.

Herman made a motion to approve Resolution #631, a resolution to appoint Amber Bell as the City Clerk/Treasurer, Planning & Zoning Administrator. It was seconded by Bishop. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Bishop made a motion to approve Resolution #632, a resolution to set wages for City Clerk, Amber Bell, in the amount of \$52,000 annual salary. It was seconded by Harbach. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Harbach made a motion to approve Resolution #633, a resolution to update signature on accounts to remove the Former City Clerk and add City Clerk. It was seconded by Lynch. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Herman made a motion to approve Resolution #634, a resolution to update signature on ACH to remove the Former City Clerk and add City Clerk. It was seconded by Harbach. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Bishop made a motion to approve Resolution #635, a resolution removing permission to former City Clerk and adding permission for City Clerk and Interim Deputy Clerk to access the Safety Deposit Box. It was seconded by Herman. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Engineer Scott shared an update on the engineering contract for the Parkridge Road Sidewalk Extension. Harbach asked about the culverts that have not been installed. Engineer Scott shared those are installed after the grading is done. Harbach asked about the portion on the north side of Parkridge to connect the crosswalk at Cardinal Avenue & Parkridge Road. Engineer Scott shared it was part of the plan and would likely be done with the concrete work. Korsmo asked if a retaining wall would be done on the south side by the daycare. Scott shared per the plan it would be a 3:1 slope which is able to be mowed, and believes grading work has yet to be done. Bishop made a motion to approve Resolution #636, a resolution approving engineering contract for the

Parkridge Road Sidewalk Extension. It was seconded by Herman. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Bishop made a motion to approve Resolution #637, a resolution approving a Supplemental Financial Services Agreement with Speer Financial, Inc. as required for the State Revolving Fund for the Waste Water Treatment Plant. It was seconded by Lynch. Ayes: Bishop, Herman, Harbach, Korsmo and Lynch. Nays: none. Resolution carried.

Council considered a resignation letter as provided by Council Member Bill Lynch. Herman made a motion to accept the resignation, and it was seconded by Korsmo. Council expressed thanks to Bill for all that he had done in his six month tenure. Bishop and Harbach asked if they could chose not to accept the resignation. Clerk shared that Lynch does not meet the residency requirements to be an elected/appointed official. Ayes: Herman, Harbach, and Korsmo. Nay: Bishop. Abstain: Lynch. Motion carried.

Bishop asked Jennings if he had looked into chip seal versus asphalt, and the reason for selecting chip seal. Jennings and Lange shared that it was cost prohibitive and an asphalt overlay would raise the street by 2 to 3 inches which would create issue with manholes and driveways.

Council also discussed next steps for the Council vacancy and requested it be on the agenda for next meeting.

Dick Lange requested to start the process to hire a Deputy Clerk again. Council recommended beginning the process again.

Jennings shared about a tree in the right of way by the Presbyterian Church that needs to be taken down. Council requested Jennings to get quotes for removal, use his best judgement on which one to select, and have it removed. Council will discuss options to work with the Presbyterian Church for reimbursement at a later meeting.

On motion by Harbach, second by Bishop, voted to adjourn. Ayes: Bishop, Harbach, Herman, and Korsmo. Nay: None. Motion carried. The next regular council meeting will be on Monday, July 20, 2015 at City Hall, 480 3rd Avenue, starting at 7:30 PM.

Kevin Korsmo, Mayor Pro Tem

ATTEST: _____
Melissa Rammelsberg,
City Clerk/ Treasurer