

Council met in regular session. Members present were: Tim Harbach, Kevin Korsmo, Diane Herman, Nathan Shepard, Rodney Haerther and Mayor Becker. Absent: None. Mayor Becker called the meeting to order at 7:30 pm. Also present: Amber Bell, City Clerk/Treasurer, DaShawn Wilson Deputy Clerk, Dan Rammelsberg Fire Chief, Gary Lange Assistant Chief, Tom Lange Captain, David Kurka Captain, Matt Hacker Secretary/Treasurer of the Fire Department, Ben Kurka EMS Chief, Nick Eisenbacher intern from Snyder & Associates, Lindsay Beaman from Snyder & Associates, Kelli Scott from Snyder & Associates, Gary Hughes ECICOG, Todd Damon Public Works, and Mike Jennings Atkins Public Works Director.

Harman made a motion, and was seconded by Harbach, to approve the Consent Agenda which consisted of the minutes from January 4th, 2016. The Consent Agenda also includes a list of bills for approval. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried.

<b>Bills Approved January 18th, 2016</b>		
Amber Bell	Wages (through January 9th, 2015)	\$ 1,579.28
Mike Jennings	Wages (through January 9th, 2015)	\$ 1,618.49
Todd Damon	Wages (through January 9th, 2015)	\$ 1,264.76
Da Shawn Wilson	Wages (through January 9th, 2015)	\$ 795.69
Benton County Engineer	Salt and Sand for Streets	\$ 1,403.43
Citi Card	Software Dues	\$ 50.00
Citi Card	Iowa League of Cities Training	\$ 190.00
Citi Card	Postage Expense	\$ 237.32
Global Filter	Water Treatment	\$ 900.00
Keystone	Water Treatment	\$ 629.68
Marengo Publishing Coop	Publishing Expenses	\$ 322.33
MidAmerican	Utilities	\$ 630.88
Poweshiek Water Association	Engineering service fee for WWTP	\$ 150.00
The Depot Express	Fire Department	\$ 114.91
The Depot Express	Parks/Water Department	\$ 111.30
Waste Management	Garage Collection	\$ 9,429.05
<b>Library</b>		
Cathy Becker	Wages (through January 9th, 2015)	\$ 1,054.57
Vicky Myers	Wages (through January 9th, 2015)	\$ 269.02
Citi Card	Books	\$ 462.15
MidAmerican	Utilities	\$ 202.90

The city clerk recited the Oath of Office for members of the Atkins Volunteer Fire Department to repeat. The members then signed the oath of office. Ben Kurka then went over some of the statistics from the past year. Dan Rammelsberg also discussed the budget with the council, as well as upcoming needs that will need to be addressed in the coming years. Rammelsberg is working with the city clerk to ensure those needs will be addressed in upcoming budgets. The council also encouraged the Fire Department to put the statics from the past year in the Atkins Newsletter so the public can see the value the Fire Department adds to our community.

The council discussed the Summer Science Discovery Camp. The council was asked if the city could contribute some funds for this. Korsmo made the motion to contribute \$300.00 to the Summer Science Discovery Camp. The motion was seconded by Harbach. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried.

The council discussed the engineers report and the Incentive/Disincentive plan for the Wastewater Treatment Plant. There are two final completion dates, one for the lift station and the other for the Wastewater Treatment Plant. Snyder proposed a \$14,000.00 Incentive/Disincentive for the lift station portion and a \$28,000.00 for the final completion date. The council thought that is would be a good solution to keeping the on schedule for this project.

Scott discussed a water drainage issue along Railroad Street with the council. The city needs more information about the issue before it can be addressed. A motion was made by Herman to televise the sanitary sewer line underneath Railroad Street from 3<sup>rd</sup> Ave to 4<sup>th</sup> Ave. This will give the city more information as to what may be causing the issues. The motion was seconded by Korsmo. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried.

A motion was made to approve 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 for February 15<sup>th</sup>, 2016 at 7:30PM. Notice to contracts portions interested, bids by 2pm. The motion was made by Korsmo and seconded by Harbach. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried.

A motion was made to set the date for Notice of Hearing for the FY 2016-17 budget for March 7<sup>th</sup>, 2016 at 7:30PM. The motion was made by Harbach and seconded by Korsmo. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried.

The council discussed a proposed service agreement from ECICOG. This service agreement is to provide the City of Atkins with Administration of State Revolving Loan Fund financing a Wastewater Improvement Project, loan management, preparing funding drawdown requests, and ensuring Davis-Bacon labor relations compliance. The service agreement is proposed for \$83.00 per hour up to \$25,000.00. The council discussed the service agreement and the details of the duties involved with Gary Hughes from ECICOG, City Clerk and Deputy Clerk. Both the City Clerk and the Deputy Clerk have past experience with similar duties and was comfortable to take on these duties internally. It was discussed keeping ECICOG on in more of a consulting role instead of the full administration. The city does not want to lose ECICOG as a future resource. The city clerk will send ECICOG a letter stating the city's intent and see if we can set up a consulting contract. It would be more cost effective for the city to take on most of these duties internally. Motion was made by Haerther to table the discussion until a summary of expectation can be worked out between the city and ECICOG. The Motion was seconded by Herman. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried.

Harbach made a motion to adjourn the meeting and this was seconded by Korsmo. Ayes: Harbach, Korsmo, Herman, Shepard and Haerther. Nay: None. Motion carried. The next regular council meeting will be on Monday, February 1st, 2016 at City Hall, 480 3<sup>rd</sup> Avenue, starting at 7:30 PM.

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Mayor David Becker

ATTEST: \_\_\_\_\_  
Amber Bell,  
City Clerk/ Treasurer