

Atkins City Council
Meeting Agenda for Monday
November 21st, 2016 7:30 P.M.
Atkins City Hall – 480 Third Avenue

NOTICE AND CALL OF PUBLIC MEETING. The Mayor and Council welcome comments from the public during discussion. You are required to state your name and address for the record and to limit the time used to present your remarks in order that others may be given an opportunity to speak. The order of business is at the discretion of the Chair. The audio portion of this meeting may be recorded.

1. Call to Order and Roll Call by Mayor Kevin Korsmo.
2. Council comments concerning the Consent Agenda including the Minutes of October 17th, 2016 and a list of bills for approval.
3. Special election update
4. Review of Engineering Report
5. REVIEW AND APPROVAL of pay request #6 from WRH, Inc for the Wastewater Treatment Plant Improvements Project
6. REVIEW AND APPROVAL of Change Order #1 for the WWTP – Collection System Improvements Project
7. REVIEW AND APPROVAL of pay request #4 from WRH, Inc for the WWTP – Collection System Improvements Project
8. Approval and acceptance of Ridgeview 6th Addition Plan of Improvements
9. SECOND Reading Ordinance #203 and #204 regarding water and sewer rate increase.
10. Review of Employee Handbook
11. Colonial Insurance presentation
12. Approve insurance renewal effective December 1, 2016.
13. Set Next Regular Council Meeting for December 5th, 2016 at 7:30 pm
14. Open meeting for other business.
15. Adjournment.

The notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the City of Atkins, Iowa.

DaShawn Wilson, Deputy Clerk

November 7th, 2016 Atkins, Iowa

Council met in regular session. Members present were: Mayor Kevin Korsmo, Diane Herman, Rodney Haerther, Tim Harbach and Nathan Shepard. Absent: None. Mayor Korsmo called the meeting to order at 7:30 pm. Also present: DaShawn Wilson Deputy Clerk, Jarrod Tomlinson and Todd Damon of Public Works, and Cathy Becker, Library Director. Residents present: Dick Lang, Frank King, Cathy Havlik, Ray Havlik, Sara Zahrt, Ken Brant, Barb Brant, Nichole Perez, Tiffani Seber, John Seber, Aaron Pugh, Penny Cook, Sara Mclain, Russ Grafton, Rae Jean Grafton, Jean Flecksing, Heather Rinderknecht, Jeremy Rinderknecht, Allenor Seleck, Callum Mcleod, R. Stein, & Mark Havlik.

| Bills Approved November 7, 2016 | | |
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| Todd Damon | Wages Through 10-29-2016 | \$ 1,231.01 |
| Mike Jennings | Wages Through 10-29-2016 | \$ 1,675.57 |
| DaShawn Wilson | Wages Through 10-29-2016 | \$ 1,327.90 |
| DaShawn Wilson | Hotel/Mileage Training | \$ 386.80 |
| Jarrold Tomlinson | Wages Through 10-29-2016 | \$ 1,308.86 |
| Alliant Energy | Utilities | \$ 1,720.89 |
| ATC | Phone | \$ 281.83 |
| ATC | Phone | \$ 132.32 |
| ATC | Phone | \$ 65.20 |
| Atkins Automotive | Mower/Auto Repair | \$ 790.74 |
| Atkins Lumber | Supplies | \$ 440.85 |
| Benton County Solid Waste | Gate fee | \$ 1,277.00 |
| Cedar valley Humane Society | Stray animal pickup | \$ 130.00 |
| | | |
| D & N Fence | Fence at Library/City Hall | \$ 3,500.00 |
| Dorsey & Whitnay LLP | Legal services-GO Fund | \$ 10,000.00 |
| Furler Utility Service LLC | Testing | \$ 360.00 |
| Hawkins | Chemicals | \$ 619.75 |
| Hometown Marketplace | Newsletter publication | \$ 37.60 |
| Iowa Prison Industries | Soccer park Sign | \$ 39.75 |
| Lucas Maloney | Electrical Inspector | \$ 577.20 |
| Jerry Michaels | Building Inspector | \$ 1,851.07 |
| John Deere Financial | Key copies | \$ 23.50 |
| Keystone | Water Plant Testing | \$ 175.20 |
| Marco | Printers | \$ 710.17 |
| Mcquire Iron | Exterior Paint & Cleaning- Water Tower | \$ 25,000.00 |
| Powershiek Water Association | Water | \$ 41.25 |
| Snyder & Associates | WWTP Engineering Services | \$ 20,869.01 |

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|---------------------|--------------------------|-------------|
| Snyder & Associates | Engineering Services | \$ 3,509.74 |
| Library | | |
| Cathy Becker | Wages Through 10-29-2016 | \$ 1,075.08 |
| Mid American | Utilites | \$ 11.50 |
| Vicki Meyers | Wages Through 10-29-2016 | \$ 110.42 |

Shepard questioned 2nd line item for D & N Fence for \$1100.00 on bills to be approved. Issues regarding discounted pricing on fence quote and if this second fence at water plant had been installed yet. Todd Damon informed council that fence had not been installed yet. Removed \$1100.00 bill from list. Herman made a motion to approve the consent agenda including the Minutes of October 17th, 2016, a list of bills for approval. The motion was seconded by Harbach. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried.

Mayor Korsmo addressed the (3) three items needed for the special election for mayor seat. Date for election will be on December 13th, 2016 from noon until 8:00 pm, publication of election will be in The Star Press Union, and candidates will file affidavits for candidacy in Vinton, IA at the Auditor's office. Herman wanted the public to know that appointing a mayor was done to save the City of Atkins money, approximately \$2,000.00 for holding a special election. The citizens have the right to petition for a special election to fill the vacancy and immediate action has been taken with the items above. Shepard made motion to approve date, publication, and affidavits. The motion was seconded by Harbach. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried.

Discussed filling vacancy for open council seat and at this time no action because special election is for mayor seat and if Korsmo does not win he will go back to council.

Discussed new employee Jarrod's cell phone bill and if city would reimburse for his personal phone for city use. Korsmo suggest to take over Mike Jennings phone after he retires in December and to pay portion of bill instead of incurring new phone cost. Cost would be \$45.00 for the next 2 months. Hearther asked if city was prepared to continue practice to pay for city phone being used for personal uses. Herman made motion to approve 2 months' payment of telephone bill The motion was seconded by Harbach. Ayes: Herman, Harbach. Nay: Hearther, Shepard. Motion carried.

Todd Damon of public works discussed need to replace furnace in scrubber room. Options of external or electric heating options for room has been explored but would not work effectively. Room is @ 16x30 with high ceiling and need to be heated to 40 degrees to stop freezing. This cannot wait until next year. Korsmo wants to have discussion with Snyder regarding other ideas to resolve issue in scrubber room. Options presented costs \$2600-2700. Shepard questioned if funds were in budget. Todd will research smaller units and alternatives. Harbach wanted other alternatives. Hearther made motion to get more alternatives and information to present at November 21st, 2016 meeting before decisions can be made. The motion was seconded by Herman. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried.

City's insurance renewal rates were discussed for approval. The city is faced with a 25% increase over last year's rate. More information and comparison rates are needed before council can decide. DaShawn will get further information on options for coverage. She will also forward contact and medical options to council within the next 3 days. Shepard made motion to get more alternatives and information before decisions can be made. The motion was seconded by Harbach. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried.

Council reviewed employee handbook for concerns about benefits to Dashawn and follow-up concerns for October 17th meeting. Cathy Becker informed council that all employees need a handbook first before discussions could proceed. Shepard did review excerpts of handbook to conclude that Dashawn would not be eligible for benefits because over hours per week criteria of 37.5 hours. Instructions given that all employees will receive a copy of the handbook and will sign acknowledgement sheet.

AFR report status was given to council that progress is being made and preliminary results will be available by Friday for council review.

Herman motioned to open public hearing to approve City of Atkins water and sewer rate increases. The motion was seconded by Harbach. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried. No written objectives. Public comments:

Frank King- Wanted to know if city applied for any grants or funding to offset price/cost.

Herman answered that our per capita is too high to qualify for most funding for our community. Also questioned why cost was not shared with new builders in our town.

Penny Cook- to pay high cost of late fees is a struggle for residents. Questioned why costs are so high. Harbach explained that plan was required by DNR and not based on growth.

Nicole Perez- wants flat rate to change to usage based. Explained to residents that loans that were taken out to pay for project expresses how we have to pay loan and raise funds for loan.

Russ Grafton-wanted to know is the debt fee for each housing unit or meter. Fees will be based on meter.

Jeremy Rinderknecht-wanted to know if we are recruiting businesses to help pay costs. Shepard explained that several efforts including getting an economic development board started is in process to help the city grow.

Cathy Becker-wants to know if collection fees are increasing. No.

Connie Drahos-suggests city acquires grant writer.

Kevin Lison-complaint about bad smelling water and will this plant resolve that issue. Water quality issues are so random and will take tracking to pin point problems.

Shepard made motion to close hearing. The motion was seconded by Haerther. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried.

1st reading of ordinances 203 and 204 for the increase of water and sewer rate. Harbach made motion accept reading ordinance 203 and 204. The motion was seconded by Haerther. Ayes: Herman, Shepard, Harbach and Haerther. Nay: None. Motion carried.

Harbach made a motion to adjourn the meeting and this was seconded by Shepard. Ayes: Herman, Harbach, Shepard and Haerther. Nay: None. Motion carried. The next regular council

meeting will be on Monday, November 21st, 2016 at City Hall, 480 3rd Avenue, starting at 7:30 PM

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DaShawn Wilson, Deputy Clerk