November 21st, 2016 Atkins, Iowa

Council met in regular session. Members present were: Mayor Kevin Korsmo, Diane Herman, Tim Harbach and Nathan Shepard. Absent: Rodney Haerther. 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: Frank King, Brian Cruise, Christy Damon, and Cory Sorum. Renee Scheuerlein from Colonial Insurance & Nick Eisender from Snyder & Associates.

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| **Bills Approved November 21, 2016** | | |
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| Todd Damon | Wages Through 11-12-2016 | $ 1,693.70 |
| Mike Jennings | Wages Through 11-12-2016 | $ 1,675.57 |
| DaShawn Wilson | Wages Through 11-12-2016 | $ 1,337.38 |
| Jarrod Tomlinson | Wages Through 11-12-2016 | $ 1,308.86 |
| Amber Bell | Insurance | $ 305.00 |
| Mike Jennings | Insurance | $ 108.00 |
| Allen, Vernon, & Hoskins P.L.C. | Attorney fees | $ 40.63 |
| Alliant Energy | Utilities | $ 495.49 |
| Alliant Energy | Utilities | $ 2,181.99 |
| Alliant Energy | Utilities | $ 516.67 |
| Alliant Energy | Utilities | $ 77.41 |
| Alliant Energy | Utilities | $ 60.80 |
| Alliant Energy | Utilities | $ 96.70 |
| Alliant Energy | Utilities | $ 41.05 |
| Atkins Automotive | Fire Dept-air pack compressor | $ 32.30 |
| Business Radio Sales | Fire Dept -radio batteries | $ 45.70 |
| Chase |  | $ 530.12 |
| Crawford Quarry | Road/Shoulder work | $ 527.91 |
| Dept of Natural Resources | Annual Fee-Elimination System | $ 210.00 |
| Dorsey & Whitney | Legal Fees (SRF) thru October 31st | $ 7,500.00 |
| Feld Fire | Fire Dept | $ 210.00 |
| G & H Electric | Well #3 controls | $ 65.00 |
| Harn R/O | Chemicals | $ 1,880.00 |
| Hawkins | Chemicals | $ 1,268.75 |
| Hawkins | Chemicals | $ 400.23 |
| Hawkins | Chemicals | $ 1,836.03 |
| Hometown Marketplace | Newsletter Publishing | $ 37.36 |
| Iowa Finance Authority | SRF Loan | $ 10,480.43 |
| Iowa Finance Authority | SRF Loan | $ 1,297.41 |
| John Deere Financial | Theissen | $ 23.50 |
| Keystone | Testing | $ 402.23 |
| Linn County Rural Electric | Utilities (lagoon) | $ 702.08 |
| Mid American | Utilities | $ 85.29 |
| Midwest Electronic Recovery | Recycling-Collection Day | $ 334.50 |
| MPC Publication | Minutes/Notices-Publications | $ 195.96 |
| Schimberg Co. | Soccer Park Bathroom Service Line | $ 229.90 |
| Snyder & Associates | Ridgeview services thru 10-31-16 | $ 4,125.00 |
| Snyder & Associates | Ridgeview services thru 10-31-16 | $ 1,368.24 |
| Snyder & Associates | WWTP Services | $ 9,667.32 |
| US Cellular | Phone | $ 140.99 |
| Waste Management | Garbage Collection | $ 9,680.39 |
| Wellmark | Health Ins | $ 2,095.31 |
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| **Library** |  |  |
| Cathy Becker | Wages Through 11-12-2016 | $ 1,137.85 |
| Vicki Meyers | Wages Through 11-12-2016 | $ 169.63 |
| Rebecca Coleman | Wages Through 11-12-2016 | $ 50.75 |
| Rabe Hardware | HVC | $ 580.38 |
| Book Systems | Tech Support | $ 795.00 |
| Capstone | Books | $ 495.75 |
| Chase |  | $ 831.11 |
| DP Properties | Cleaning service thru Nov 6th | $ 360.00 |
| DP Properties | Cleaning service thru Nov 20th | $ 240.00 |
| Micromarketing | CD/Audio Books | $ 146.94 |
| Mid American | Utilities | $ 18.72 |
| MPC | Periodicals | $ 29.99 |
| Wellmark | Health Ins | $ 1,445.32 |

Herman made a motion to approve the consent agenda including the Minutes of November 7th, 2016, a list of bills for approval. The motion was seconded by Harbach. Ayes: Herman, Shepard, & Harbach. Nay: None. Motion carried.

Special Election Update by Mayor Kevin Korsmo. Special election will be held on December 13th, 2016 for the Mayor seat and for the open seat on council. Election will be noon to 8:00pm at Atkins City Hall.

Engineering report by Nick of Snyder & Associates stated that progress on construction of WWTP plant was going smooth. WRH is working on the final grading and is currently working on the footing for the foundation of the operations building. The Collection System project is submitted a change order for extra work that was done when they encountered the concrete foundation from the original treatment plant. The Ridgeview 6th Addition update included information of the final walkthrough. Snyder is recommending acceptance of the Public Improvements for the Ridgeview Sixth Addition with the understanding that the concrete boxouts for specific manholes are replaced. Harbach questioned Nick about why so many manhole failures and what could be done. Harbach also requested that boxouts be done in the spring. Nick will follow up with contractor about scheduling. Shepard wants to know if we can have any leverage to ensure the work is done. Nick assured council that with a 4-year maintenance bond we should be covered. Korsmo wants it in writing.

Nick reviewed and discussed the pay request #6 from WRH, Inc for the Wastewater Treatment Plant Improvements Project for $376,424.13. Harbach made motion to approve. The motion was seconded by Herman. Ayes: Herman. Shepard, Harbach. Motion carried.

Nick reviewed and discussed the Change Order #1 for the WWTP – Collection System Improvements Project. Due to the extra work that was done when they encountered the concrete foundation from the original treatment plant. Herman made motion to approve. The motion was seconded by Shepard. Ayes: Herman. Shepard, Harbach. Motion carried.

Nick reviewed and discussed the pay request #4 from WRH, Inc for the WWTP – Collection System Improvements Project for $36,025.84. Shepard made motion to approve. The motion was seconded by Harbach. Ayes: Herman. Shepard, Harbach. Motion carried.

Nick discussed and recommended the approval and acceptance of Ridgeview 6th Addition Plan of Improvements with council. Upon certain issues being addressed with manholes and final paragraph of reviews Harbach made motion to approve. The motion was seconded by Herman. Ayes: Herman. Shepard, Harbach. Motion carried.

SECOND Reading Ordinance #203 and #204 regarding water and sewer rate increase. Frank King addressed council with concerns of why finance for 20 years vs 30 years so that payment scan be slower. Harbach informed resident that the plant won’t last 30 years. No other objections or comments. Harbach made motion to approve. The motion was seconded by Shepard. Ayes: Herman. Shepard, Harbach. Motion carried.

Review of Employee Handbook by City Council. Wilson stated that all employees except Amber Bell had received and signed acknowledgments of receipt. Council asked that if any question or concerns be put in writing to the council so that it can be addressed since some of the information being discussed or questions being asked might be personal or confidential.

Colonial Insurance presentation done by Jean S. offered employees an opportunity to sign up for supplemental insurance to help bridge the gap of major medical plans. She offered to come meet with individuals if interested.

Discussion of 25% increase of medical insurance that will be effective December 1st. Council reviewed several alternatives for coverage to lower the costs such as higher deductibles, out of pocket costs, etc. Decision to approve W8R level of coverage with a 18% increase along with an employee’s contribution of $50.00 monthly. Harbach made motion to approve. The motion was seconded by Herman. Ayes: Herman. Shepard, Harbach. Motion carried

Korsmo opened the meeting to other business. Korsmo stated that the TIF report would be completed by the end of the week. AFR was done and will be published this week as well. Amber Bell will be back from maternity leave on November 28th. Harbach gave update on Park & Recreation status. He is looking at a commission instaed of forming a board due to costs but will keep council updated on findings and progress. Shepard wanted to request that Bell put together a schedule of dates for the budget. He wants to involve each department and needs clerk to coordinate schedule. Shepard also wanted to know about interest in Christmas party. Cathy Becker informed council that library board will be doing their budget on December 1st. Frank King asked about the length of term for open seat. Informed by korsmo term will be @ 1year to 2017. Korsmo also requested for someone to fill seat on Benton County landfill. We need a representative from Atkins on the board. Kevin suggested Todd Damon.

Harbach made a motion to adjourn the meeting and this was seconded by Shepard. Ayes: Herman, Harbach, Shepard Nay: None. Motion carried. The next regular council meeting will be on Monday, Decmber 19th, 2016 at City Hall, 480 3rd Avenue, starting at 7:30 PM

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