January 3rd, 2018 Atkins, Iowa

Council met in regular session. Members present by roll call were: Mayor Bruce Visser, Tim Harbach, Rodney Haerther, Heather Rinderknecht, Joey Svejda and Rob Spading. Absent: None. Mayor Bruce Visser called the meeting to order at 7:33 pm. Also, present: Amber Bell City Clerk, DaShawn Wilson Deputy Clerk, Todd Damon, Jarrod Tomlinson from Atkins Public Works, residents Diane Herman and Jeremy Rinderknecht.

Harbach made a motion to approve the consent agenda including a list of bills for approval and the Minutes of December 18thh and December 18th, 2017 workshop. With a correction to the minutes of December 18th, 2018. The correction is regarding a motion to suspend the city employees bonus until the employee handbook is finished. The correction is to add to the motion that the there be individual employee reviews. The motion was seconded by Haerther. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

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| **Bills Approved January 3rd 2018** |
| Amber Bell | Wages |  $ 1,672.82  |
| Todd Damon | Wages  |  $ 1,555.11  |
| Jarod Tomlinson | Wages |  $ 1,234.75  |
| DaShawn Wilson | Wages |  $ 1,083.88  |
| Nathan Shepard | Wages |  $ 400.00  |
| Jerry Michael | Wages |  $ 592.36  |
| Tim Harbach | Wages |  $ 450.00  |
| Diane Herman | Wages |  $ 500.00  |
| Rodney Haerther | Wages |  $ 450.00  |
| Michael Jennings | Wages |  $ 342.76  |
| Frank King | Wages |  $ 400.00  |
| Kevin Korsmo | Wages |  $ 808.06  |
| Lucas Maloney | Wages |  $ 583.67  |
| Amber Bell | Health Insurance |  $ 286.73  |
| Alliant Energy | City Utilities |  $ 5,293.34  |
| Atkins Lumber | Operating Supplies |  $ 20.22  |
| Atkins Telephone | Telephone Expense |  $ 664.31  |
| Benton County Solid Waste Commission | Landfill Gate Fees |  $ 1,401.50  |
| Data Technologies | W2, W3 and 1099 Forms for Payroll |  $ 78.80  |
| Dean Haerther Tiling | Fixed broken tile along Parkridge |  $ 1,430.00  |
| Furler Utility Service | Water treatment |  $ 780.00  |
| G & H Electric | Bulbs and Photo Cell for City Hall |  $ 261.30  |
| G & H Electric | New Furnace for  |  $ 2,598.56  |
| Hawkins | Water treatment |  $ 1,205.16  |
| Hawkins | Water treatment |  $ 3,474.23  |
| Kirkwood Community College | Water treatment training |  $ 475.00  |
| Marco | Copier Services |  $ 354.15  |
| MetLife  | Short Term Disability |  $ 175.42  |
| MidAmerican | City Utilities |  $ 183.83  |
| Poweshiek Water Association | WWTP Water Utility |  $ 50.25  |
| Snyder And Associates | Ridgeview 7th Addition |  $ 3,019.14  |
| Snyder And Associates | General Engineering 2017 |  $ 485.00  |
| **Library** |   |   |
| Cathy Becker | Wages |  $ 1,108.26  |
| Vicki Meyers | Wages |  $ 175.02  |
| Cathy Merck | Wages |  $ 12.53  |
| D. P. Properties | Cleaning Services |  $ 240.00  |
| MicroMarketing | Audio/Video |  $ 40.95  |
|  | Received | Disbursed |
| General | 1596.71 | 5147.43 |
| Road Use Tax | 0 | 3019.14 |
| Employee Benefits | 0 | 0 |
| Local Option Sales Tax | 0 | 2598.56 |
| Tax Increment Financing | 0 | 0 |
| Debt Service | 0 | 0 |
| Water  | 2235.51 | 7190.07 |
| Sewer | 4064.78 | 2701.01 |

Harbach made the motion to appoint Amber Bell as City Clerk. The motion was seconded by Spading. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Haerther made the motion to appoint Allen, Vernon & Hoskins as the city attorney. The motion was seconded by Svejda, Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Harbach made the motion to appoint Amber Bell as the Planning and Zoning Administrator. The motion was seconded by Spading. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Svejda made the motion to approve resolution #685 to appoint Atkins Savings Bank as the Official Depository of funds for the City of Atkins. The motion was seconded by Haerther. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Haerther made the motion to appoint the Star Press as the official Newspaper of Publications. Harbach seconded the motion. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Harbach made the motion to appoint Atkins Savings Bank as the location for the Safe Deposit Box for the City of Atkins. Spading seconded the motion. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Spading made a motion to appoint Harbach to be Mayor Pro Tem. The motion was seconded by Haerther. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Haerther made a motion to approve Resolution # 686 to remove Korsmo the former mayor and add Visser the new mayor to have access the Safe Deposit Box at Atkins Savings Bank. The motion was seconded by Svejda. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

Harbach made a motion to approve Resolutions # 687 to remove Kevin Korsmo the former mayor and add Signing rights to the checking account at Atkins Savings Bank. The motion was seconded by Haerther. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried.

The council discussed the schedule for the city budget, and a general overview of the process. The council also reviewed and discussed the Capital Improvements Plan for the City of Atkins. The council will review this further and prioritize the items of the Capital Improvements Plan. The Capital Improvement Plan will also aid the council in the budget process.

The council discussed codification and got an update on what has been done so far and some the items that will be coming up. Visser gave a presentation to the council relating to the goals that he had. He urged the council to make their own goals as well.

Harbach made a motion to adjourn the meeting and this was seconded by Svejda. Ayes: Svejda, Rinderknecht, Spading, Haerther and Harbach. Nay: None. Absent: None Motion carried. The next regular council meeting will be on Monday, January 18th, 2018 at City Hall, 480 3rd Avenue, starting at 7:30 PM.

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Mayor Bruce Visser

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

Amber Bell, City Clerk/ Treasurer