

City of Atkins Iowa
City Council Minutes Regular Council Meeting
St. Stephens Lutheran Church Fellowship Hall 303 Third Ave and Online
March 15, 2021

Mayor Visser called the meeting to order at 7:03 p.m. Present were Spading, Svejda, Robison, and Rinderknecht. Also present were Todd Damon – Public Works Director, Groskurth – Interim City Clerk, Nick Eisenbacher – Engineer with Snyder and Associates, Jeremy Chihak, Katherine Nelson, and other members of the public.

Spading moved to approve consent agenda. Robison seconded. Ayes: Spading, Svejda, Robison, and Rinderknecht. Consent agenda included minutes of March 1 and March 8, 2021 with corrections, Engineers report, Resolution 833 Setting Zoning Administrator for the City of Atkins, Resolution 834 Setting the Building code official for the City of Atkins, Resolution 835 agreement for Building code Inspector services with the City of Fairfax, 836 Approving Minor Boundary Change Plat for Stone Ridge First Addition Lot 24 in the City, Resolution 837 Approving Soccer Field Reservation for Flag Football, Resolution 842 to adopt personally identifiable information and protected personally identifiable information (PII) policy, Resolution 843 to adopt Segregation of Duties Policy, Resolution 844 to adopt Fraud Reporting Policy and list of bills as follows:

ALLIANT ENERGY	utilities	1,273.14
ARBOR CARE LLC	arborist storm assessment	2,750.00
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Cardmember Service	books	1,432.24
CHEM-SULT, INC.	chemicals	1,840.92
CITY OF FAIRFAX	inspections	251.20
CRAWFORD QUARRY	rock	92.53
D P PROPERTIES &/OR	cleaning	254.00
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DUBALL, PAMELA	office help	645.00
EFTPS	FED/FICA TAX	1,436.64
FIRE SERVICE TRAINING BUREAU	training	150.00
FUTURE LINE TRUCK EQUIPMT	plow repairs	396.30
GAZETTE COMMUNICATIONS, Inc.	publications	73.85
GIS BENEFITS	insurance	95.18
GLOBAL FILTERS	operation supplies	25.82
GRAYBILL COMMUNICATIONS	emergency lights	405.00
HACH COMPANY	operation supplies	381.21
HARN R/O SYSTEMS3	membrane replacement	31,874.00
HI - VIZ SAFETY	safety supplies	684.00
RICHARD LANGE	office help	940.00
LYNCH DALLAS, P.C.	legal	660.00
M & D MINI STORAGE	Derecho - costs	65.00
MENARD'S	supplies	340.78
MIDAMERICAN ENERGY	utilities	1,522.85

POSTMASTER - USPS	postage	225.48
SANDRY FIRE SUPPLY	equipment safety checks	957.75
SCHIMBERG	small tools	314.11
THE DEPOT EXPRESS	fuel	311.68
THOMPSON TRUCK & TRAILER, INC.	truck repair	463.16
U S CELLULAR	cell phone	231.60
WASTE MANAGEMENT	40 yd roll off storm	370.35
Accounts Payable Total		51,655.29
Payroll Checks		<u>5,789.88</u>
***** REPORT TOTAL *****		57,445.17

Council discussed FYE 2022 budget items, including Sheriff's quote for extended hours.

Spading moved to approve Resolution 838 directing the mayor to publish the proposed city Budget for Fiscal Year July 1, 2021 – June 30, 2022 (FYE 22) and set a public hearing to be held March 29, 2021 concerning the adoption of the City Budget FYE 22. Svejda seconded. Ayes: Spading, Robison, Svejda, and Rinderknecht. Motion Carried.

Svejda moved to approve Resolution 839 entering into an agreement with East Central Iowa Council of Governments (ECICOG) for grant administration services related to Fire Station re-build. Robison seconded. Ayes: Robison, Svejda, Rinderknecht, and Spading. Motion Carried.

Spading moved to develop and post deputy clerk position. Robison seconded. Ayes: Svejda, Rinderknecht, Spading, and Robison. Motion Carried.

Spading moved develop ordinance amendment establishing city administrator ordinance. Svejda seconded. Svejda, Rinderknecht, Spading, and Robison. Motion Carried.

Council discussed public improvements at 1st Avenue and Railroad St.

Svejda moved to approve resolution 840 approving pay application 4 to Garling Construction for Storm damage repairs pending insurance approval. Robison seconded. Rinderknecht, Spading, Robison, and Svejda. Motion Carried.

Robison moved to approve Resolution 841 approving payment to G-Works for accounting software. Spading seconded. Discussion occurred to work on deferring this due to derecho. Spading, Robison, Svejda, and Rinderknecht. Motion Carried.

Storm Disaster Recovery: Library has moved back to the Library. Occupancy permit requires use of North Door currently. Presently, City Hall is scheduled to move back in April. City is waiting for countertop for council room cabinets. Tree removal contract notice to bidders will be sent out soon. ECICOG will begin working with fire station.

Todd Damon gave public works report. Replacement membranes have been installed at the water plant. There was a water main break last week and a homeowner had a water shut off replacement.

Public Input: A. Bell, K. Nelsen, D. Rammelsberg, R. Tang, commented. Council member Svejda discussed re-starting the Saturdays with Mayor/Council.

The next Regular council Meeting to be held Monday, April 5, 2021 at 7:00 p.m., location will be announced on the agenda. Due to the Governors Declared State of Emergency the council meeting may be conducted using teleconference. Meeting agenda will include instruction to access the meeting.

Svejda moved to adjourn. Robison seconded. Ayes: Rinderknecht, Spading, Robison and Svejda.
Motion carried.

Adjournment time 8:39 p.m.

Bruce Visser, Mayor