

**CITY OF ATKINS IOWA – CITY COUNCIL
MEETING MINUTES
Tuesday, November 8, 2022**

Mayor Bruce Visser called the meeting to order at 6:33 p.m. Present were DeMeulenaere, Koehn, Petersen, and Stoltzfus. Bell was absent. Also present were City Attorney – Eric Martin, Groskurth, and members of the public.

A motion was made by Koehn and seconded by Stoltzfus to approve the agenda as amended by removing the appointment to the planning and zoning board. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

A motion was made by Koehn and seconded by Petersen to approve the consent agenda. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried. Consent Agenda were as follows: Council Minutes of October 25, 2022, and the following bills:

USPS - POSTMASTER	Postage	136.40
JARROD TOMILNSON	MILEAGE SUPPLIES	56.25
ACME TOOLS	ROADS SUPPLIES	587.73
ALLIANT ENERGY	UTILITIES	6,517.52
ALTORFER INC.	BRUSHCUTTER RENTAL	1,662.20
ATKINS LUMBER CO. INC.	SUPPLIES	400.18
ATKINS TELEPHONE CO..INC.	TELEPHONE	591.98
BADGER METER	ORION CELLULAR	23.25
BAKER & TAYLOR	BOOKS	181.77
CHEM-SULT, INC.	CHEMICALS	3,446.93
CRC TRENCHING CO	WATER LEAK REPAIR	2,400.00
D P PROPERTIES	CLEANING	1,028.00
GAZETTE COMMUNICATIONS, Inc.	PUBLICATIONS	120.77
GROSKURTH, KELLY	CONFERENCE REIMB	544.79
GWORKS	ANNUAL LICENSE FEE	7,487.00
HOLIDAY INN AIRPORT	HOTEL IMFOA	729.47
IOWA ONE CALL	LOCATES	37.80
KRIVACHEK JANITORIAL	SUPPLIES	345.49
M & D MINI STORAGE	Derecho - costs	65.00
MENARD'S	PARKS SUPPLIES	47.68
MIDAMERICAN ENERGY	SHOP	68.54
MIDWEST WHEEL CO	ROADS	175.72
USPS - POSTMASTER	ANNUAL PERMIT FEE	275.00
POWESHIEK WATER ASSOICATION	UTILITY EXP	99.70
QUALITY FLOW SYSTEMS, INC	SERVICE CHECK	1,500.00
QUILL	SUPPLIES	436.08
SNYDER & ASSOCIATES	ENGINEERING	3,933.38
U S CELLULAR	PHONES	195.82
USA BLUEBOOK	TESTING SUPPLIES	362.14
EFTPS	TAXES	3,580.29
IPERS	IPERS	2,454.07
Accounts Payable Total		39,627.35
Payroll Checks		11,063.74

***** REPORT TOTAL *****

GENERAL	24,003.02
ROAD USE TAX	5,592.69
FEMA	65.00
WATER	12,975.65
SEWER	8,054.73
TOTAL FUNDS	<u>50,691.09</u>

Mayoral Proclamation Thanking Benton County Board of Supervisors awarding a grant to city in the amount of \$54,339.10 for the purchase of the 2022 Pumper Truck.

Fire Station Project: A motion was made by Koehn and seconded by Petersen to approve Resolution 993 a resolution to enter into contract with Terracon a Geotechnical Engineer for the purpose of providing soil borings and geotechnical report for the fire station project. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

A motion was made by Petersen and seconded by Koehn to bring Resolution 995 a resolution acknowledging library wages as set by the Library Board back to the table. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried. A motion was made Koehn and seconded by Petersen to approve resolution 995 a resolution acknowledging library wages as set by the Library Board. Motion was seconded. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

A motion was made by DeMeulenaere and seconded by Koehn to approve Resolution 996 a resolution adopting Record Retention Schedule. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

A motion was made by Koehn and seconded by Stoltzfus to approve Resolution 997 a resolution accepting quote from Climate Engineers to replace the stainless duct, dampers, and louvres in the scrubber room of the water plant. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

A motion was made and seconded to approve Resolution 998 a resolution obligating fiscal year ended 2024 annual appropriation for Stone Ridge Development. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

A motion was made by Petersen and seconded by Koehn to proceed with lining A Avenue Culvert and replace flared ends. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

Mayor Visser appointed John Fiala to the Library Board. A motion was made by Koehn and seconded by Petersen to acknowledge the appoint of John Fiala to the Library Board. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus. Motion carried.

Mayor Visser gave an update regarding the Tree Report.

Mayor's Update:

Fire Station –design plans (drawings) at 60% complete are scheduled to be received by the end of this month. City Council and fire department will review plans. Design plans at 90% complete are scheduled to be received by end of December and is dependent on city's review. Fire Truck did not meet reserve – City will try to sell again at a later date.

Public Works Update: Snow equipment is prepped and ready to go. City continues to work with insurance to repair Lift Station meter box, and the HVAC claim for the Library.

Administrator's report: Annual reports are nearing completion and will be on next meetings agenda to acknowledge. Met with developers to finalize TIF estimate and properties within the TIF district. Continue to work with County Auditor to set up TIF district within county's system. Working with UB software and Badger meter reading system to upgrader reading system. Waste Management has received city's response to contract.

Public input: Member of public asked if there is a schedule for fire station design to be completed. Mayor responded city will receive 60% design review the end of November and 90% design at the end of December. Goal is to put out to bid late winter to break ground spring 2023.

Next Regular Council Meeting to held Tuesday, November 22, 2022, at 6:30 p.m. City Hall/Library 480 3rd Avenue, City Council Room.

A motion was made by Koehn and seconded by Petersen to adjourn. Ayes: DeMeulenaere, Koehn, Petersen, and Stoltzfus.

Adjournment time was 7:15 p.m.

Kelly Groskurth, City Administrator/City Clerk

Bruce Visser, Mayor