

**CITY OF ATKINS IOWA – City Council Meeting Regular Session  
Thursday, December 15, 2022, at 6:30 p.m.  
Council Room, 480 Third Avenue, Atkins, Iowa, 52206**

Mayor Visser called the meeting to order at 6:37 p.m. Present: Bell, DeMeulenaere, Koehn, Petersen. None were absent due to a vacant seat. Others present were Eric Martin-City Attorney, Kelly Groskurth, Tracey Achenbach with East Central Iowa Council of Governments, housing developers, potential candidates to fill a vacancy Steffen, Lieb, and Harbach, and members of the public in person and on-line.

Petersen moved to approve the agenda. Koehn seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Koehn moved to approve the consent agenda. Petersen seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried. Consent agenda was as follows: Council Minutes of November 22, 2022, Resolution 1005 approving the City Meeting Calendar for Calendar Year 2023, Resolution 1006 approving the City of Atkins Iowa Fire Department Election of Officers for the Term January 1, 2023, through December 31, 2023, and the following list of Bills:

EFTPS	FED/FICA TAX	4,240.23
IPERS	IPERS REGULAR	5,520.42
UMB BANK NA	Bond Series 2015 A interest	7,046.25
UMB BANK NA	Bond Series 2016 Interest	4,625.00
UMB BANK NA	Bond Series 2022A Interest	12,760.18
USPS - POSTMASTER	POSTAGE	215.60
USPS - POSTMASTER	POSTAGE	55.44
IOWA FINANCE AUTHORITY	Bond Payment	31,870.00
IOWA FINANCE AUTHORITY	Bond Payment	13,510.00
IOWA WORKFORCE DEVELOPME	UNEMPLOYEMENT - BELL	3,933.30
GIS BENEFITS	INSURANCE	103.26
EFTPS	TAXES	3,920.87
MIDAMERICAN ENERGY	UTILITIES	112.16
ACCESS SYSTEMS	FIREWALL	3,256.96
ACCESS SYSTEMS LEASING	EQUIPMENT LEASES/COPIERS	918.56
ALLIANT ENERGY	UTILITY EXP	10,595.87
	FIELD ASSESMENT-	
ARBOR CARE LLC	RECOMMENDATION	3,000.00
ATKINS AUTO REPAIR	VEHICLE REPAIRS	300.56
ATKINS LUMBER CO. INC.	SUPPLIES	770.38
ATKINS TELEPHONE CO..INC.	TELEPHONE	590.84
BADGER METER	ORION CELLULAR	23.25
BAKER & TAYLOR	BOOKS	277.57
BENTON COUNTY SOLID WASTE		
COMM	TIPPING FEES	1,543.76
BROWN SUPPLY CO	MANHOLE RISER RING	510.00
CATERPILLAR FINANCIAL SER	LEASE FOR EXCAVATOR	3,079.76
Cardmember Service	NOV TRANSACTIONS	1,466.21
CHEM-SULT, INC.	CHEMICALS	4,088.21
CJ COOPER & ASSOC., INC	ANNUAL ADMIN FEE	190.00
D P PROPERTIES	CLEANING PARK/LIBRARY	888.00
FELD EQUIPMENT COMPANY INC	CLASS A FOAM	399.00
G & H ELECTRIC	OUTSIDE LIGHTS	198.29
GAZETTE COMMUNICATIONS, Inc.	MINUTES 11/8	437.57
GRAINGER	BACK UP CAMERA	1,166.25
HARN R/O SYSTEMS3	VITEC 500 LB DRUM	2,400.00

HI - VIZ SAFETY	SIGNS	1,974.00
ION ENVIRONMENTAL SOLUTIO	LABS	1,124.00
IOWA ONE CALL	LOCATES	37.00
JARROD TOMILNSON	MILEAGE FOR TRAINING	103.75
LINN COOP	FUEL	4,561.96
M & D MINI STORAGE	DERECHO - COSTS	65.00
MENARD'S	SUPPLIES	752.58
MIDAMERICAN ENERGY	WWTP	729.55
POWESHIEK WATER ASSOICATION	UTILITY EXP	105.55
SNYDER & ASSOCIATES	ENGINEERING	3,038.76
STATE CHEMICAL SOLUTIONS	SUPPLIES	822.96
STONE RIDGE DEVELOPING	DEVELOPER AGREEMENT	115,000.00
TERRACON	CORROSION TESTING	587.50
THE DEPOT EXPRESS	FUEL-NOVEMBER 2022	637.04
TITAN MACHINERY	SPREADER	4,500.00
TRUENORTH	ACCIDENT PLAN FOR FIREFIGHTERS	305.90
U S CELLULAR	CELL PHONES	200.82
VISSER, BRUCE	REIMB FOR HOTEL AT CONFERENCE	300.16
WASTE MANAGEMENT	GARBAGE COLLECTION	13,573.19
WILLOW LANE EDUCATION	BOOKS	174.88
Accounts Payable Total		272,608.35
Payroll Checks		24,661.43
***** REPORT TOTAL *****		<u>297,269.78</u>

GENERAL	172,421.55
ROAD USE TAX	21,643.68
LOCAL OPTION SALES TAX	1,154.60
DEBT SERVICE	37,941.43
FEMA	3,065.00
WATER	18,445.50
SEWER	42,598.02
TOTAL FUNDS	<u>297,269.78</u>

Petersen moved to approve Reimbursement Benefit to Iowa Workforce and Development. DeMeulenaere seconded. Ayes: DeMeulenaere, Koehn, and Petersen. Abstain: Bell due to conflict of interest. Motion carried.

The Required public hearing regarding the City of Atkins Community Development Block Grant - Disaster Recovery (CDBG\_DR) Housing Grant Application began at 6:45 p.m. It was confirmed that the notice of public hearing was published, and there were no comments received prior to the hearing. Tracey Achenbach, ECICOG, stated the following:

**How the need for the proposed activity or project was identified.** The City of Atkins has determined that CDBG DR funding assistance would be greatly beneficial in helping to create additional rental units in the community. The August 10, 2020, derecho storm impacted housing availability throughout Iowa, and most significantly in Benton County. This created even more pressure to create rental housing in the community. **How the proposed activity or project will be funded and the source of the funds.** The construction of 4 for-sale housing units in Atkins will be funded with \$689,000 in CDBG DR funds and private developer funds of an estimated \$700,000. **The date the CDBG DR application will be submitted.** The application will be submitted online no later than December 30, 2022, at 3:00 pm. **Amount of federal funds to be requested.** The amount of federal funds to be requested is \$689,000.

**Estimated portion of federal funds that will benefit persons of low and moderate income.** 100% of the funds will benefit households with incomes at or below 80 percent of the area's median income level.

**Where the proposed activity or project will be.** The proposed activity will be located at Lot 22 and Lot 29 in Stone Ridge Addition in Atkins, Iowa. **Plans to minimize displacement of persons and businesses as a result of funded activities or projects.** Due to the project being new construction, no displacement is anticipated to occur. **Plans to assist persons actually displaced.** Any persons displaced as a result of the project will be asked to find housing that is Lead Safe in which to relocate. The developer will reimburse anyone displaced, as a result of the project, for any housing costs and expenses that exceed their current housing costs for a period of time, as required by federal regulations. **The nature of the proposed activity or project.** The project will build two duplexes, or 4 new owner-occupied homes, in the Stone Ridge Addition in Atkins, and all will be sold to low- to-moderate income households. All units will be marketed for sale for the first four months to households who were derecho-impacted.

Achenbach then opened discussion for the preparation of the Community Development and Housing Needs Assessment, for which seven persons were in attendance. Three needs for community development and housing for low-moderate income were identified: Increased opportunity for home purchase; Owner-occupied housing rehabilitation; and Enhanced public service delivery such as library facilities and recreational activities. Other needs, not specific to income level were identified: Replacement of community buildings and facilities (fire station); Increased recreational opportunities, outdoor activities, and open space opportunities; Expanded housing options for those over age 65; Expanded housing options to accommodate existing population and future growth; Expanded daycare options; and Improvements to transportation patterns. Planned activities identified were: 1) Apply for a CDBG DR application to increase housing options; 2) Prioritize parks/recreation, and public service improvements by continuing plans to construct a new Fire Station, creating a Comprehensive Parks and Recreation Plan, and rebuilding the Park Gazebo destroyed by the derecho; 3) Continue to review Comprehensive Plan; 4) Seek other public funding for housing and community development needs, as appropriate.

Public hearing was closed at 7:45 pm.

Bell moved to approve Resolution 1007 authorizing and directing East Central Iowa Council of Government (ECICOG) to submit application and associated documents for funding for the Community Development Block Grant Disaster Recovery DERECHO Housing Program (CDBG-DR) to the Iowa Economic Development Authority. DeMeulenaere seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Bell moved to approve Resolution 1008 authorizing mayor to sign service agreement with ECICOG for the CDBG-DR Derecho Grant application preparation and for the administration and project delivery of the CDBG-Dr Grant, if Awarded. Petersen seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Council reviewed Waste Management (WM) Contract Proposal. Due to rise in cost to provide solid waste removal WM requested an increase of nearly 15% and a change to one cart size and rate going forward to facilitate efficiencies. WM has accepted all city requested language changes to contract including a slightly lower increase than originally proposed.

Koehn moved to approve Resolution 1009 approving Waste Management Contract three-year agreement. Petersen seconded. Ayes: Bell, Koehn, and Petersen. Nays: DeMeulenaere. Motion carried.

Petersen moved to approve the 1<sup>st</sup> Reading of Ordinance 227 An Ordinance Amending the Code of Ordinance of the City of Atkins, Iowa, 2005, Amending Provisions Pertaining to Temporary Suspension of Services. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried

Mayor Visser gave update: City continues to work with FEMA to receive reimbursement. Fire Design is Moving forward. Meetings with school district regarding their plans and processes.  
City continues to evaluate failure of well pump – insurance claim. Continue insurance claim  
WWTP rodent damage

Administrator Groskurth gave update on the following: City is completing an IPERS Compliance review. Continue to work on Fire Station Financing, reviewed the Street Snow Removal Policy with council.

Fill a City Council Vacancy: Council to heard comments from persons stating intention to be considered for appointment to the City Council to fill a vacancy on the City Council.  
Petersen moved to approve Resolution 1010 appointment Tim Harbach to fill a vacancy of one seat on the Atkins City Council. Koehn seconded. Ayes: Koehn, and Petersen Nays: Bell DeMeulenaere.  
Motion failed. Bell moved to approve Resolution 1010 appointment of Shawn Steffen to fill a vacancy of one seat on the Atkins City Council. Petersen seconded. Ayes: Bell, DeMeulenaere, Petersen. Nays: Koehn. Motion carried.

Public input: Citizen asked if he will be allowed to keep his small garbage can. Mayor informed citizens will be allowed to keep the trash receptacles they currently have until such time they need replaced, citizen moves, or citizens wants it changed to standard size.  
The Next Regular Council Meeting to be held Tuesday, January 10, 2022, at 6:30 p.m. City Hall/Library 480 3<sup>rd</sup> Avenue, City Council Room.

Koehn moved to Adjournment. Petersen seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen.  
Motion carried. Adjournment time: 8:45 p.m.

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Kelly Groskurth, City Administrator/City Clerk

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Bruce Visser, Mayor