

CITY OF ATKINS IOWA
City Council Meeting Regular Session
Tuesday, April 25, 2023, at 6:30 p.m.

Mayor Bruce Visser called the meeting to order at 6:31 p.m. Present were Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Also present were City Engineer - Nick Eisenbacher with Snyder and Associates, Eric Martin – City Attorney, Groskurth, and various members of the public.

Steffen moved to approve the agenda. Petersen seconded.

Bell moved to amend motion to remove item #9a Acknowledging receipt of Administrator’s FYE 24 Budget Recommendation. Seconded by DeMeulenaere. Ayes: Steffen, Bell, DeMeulenaere. Nay: Petersen and Koehn. Motion carried.

Bell moved to further amend motion to remove item #4a. Resolution 2023-04-06 approving payment for Auditing Services of the Auditor of State for Fiscal Year Ending 2020 Annual Exam, Fiscal Year 2021 Annual Exam, and Special Report. Bell Rescinded motion. No action taken.

Original motion approved as amended by removing item #9a acknowledging receipt of Administrator’s FYE 24 Budget Recommendation. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Steffen moved to approve Consent Agenda. Petersen seconded. Discussion.

Bell moved to amend motion to remove bill listing from consent agenda and be voted on separately. Motion died due to lack of second.

Original Motion remains as is. Ayes: DeMeulenaere, Koehn, Petersen, and Steffen. Nays: Bell. Motion carried. Consent agenda was as follows: Council Minutes of March 21, March 28, April 6, and April 11, 2023, Engineer report, list of bills as follows:

Bill List: April 25, 2023

EFTPS	TAXES	3,388.76
UMB BANK NA	BOND FEES	600.00
ACCESS SYSTEMS	MANAGED SERVICES	786.24
ACCESS SYSTEMS LEASING	COPIERS	806.94
AETNA Behavioral Health, LLC	EMPLOY ASST PROG	17.52
ALTORFER INC.	RENTAL/ EQUIP LEASE	4523.39
AMY BREESE	REIMBURESMENT	367.49
ATKINS AUTO REPAIR	REPAIRS	167.95
ATKINS TELEPHONE CO..INC.	TELEPHONE R	69.78
BAKER & TAYLOR	BOOKS	77.43
BENTON COUNTY SOLID WASTE		
COMM	LANDFILL	15,209.52
BROAD REACH	BOOKS	102.94
D P PROPERTIES	CLEANING	508.00
DUBALL, PAMELA	REIMBURESMENT	103.49
ECICOG	ADMIN FS	562.50
GAZETTE COMMUNICATIONS, Inc.	MINUTES	17.25
HAVLIK ENGINEERING	VEHICLE REPAIRS	232.05
JOHN DEERE FINANCIAL	SUPPLIES	33.73
KINGERY MANUFACTURING SER	SHOP REPAIRS	2,238.20

LARRY FRANCK TRUCKING LLC	HAULING	445.07
LYNCH DALLAS, P.C.	LEGAL	5,482.75
MENARD'S	SUPPLIES	574.13
QUILL	SUPPLIES	217.02
STATE AUDITOR OF IOWA	FY2020/2021 ANNUAL EXAMS	24,760.25
VAN METER INC.	SUPPLIES	41.70
WARTBURG COLLEGE - NSTA C	ANIMAL PRESENTATION	98.18
WASTE MANAGEMENT	ROLL OFF	483.37
WELLMARK BC/BS OF IOWA	INSURANCE	584.19

Accounts Payable Total		62,499.84
Payroll Checks		13,676.27
***** REPORT TOTAL *****		<u>76,176.11</u>

GENERAL		63,405.60
ROAD USE TAX		3,801.72
DEBT SERVICE		600
FEMA		562.5
WATER		2,515.78
SEWER		5,290.51
TOTAL FUNDS		<u>76,176.11</u>

Bill List: April 11, 2023

EFTPS	FED/FICA TAX	3,534.38
IPERS	IPERS REGULAR	7,347.07
TREASURER STATE OF IOWA	STATE TAXES	3,820.26
USPS - POSTMASTER	POSTAGE FOR MAR 23 BILLS	294.24
DOORS INC	WTP DOOR	1,705.00
ALLIANT ENERGY	UTILITY	9,435.50
ALTORFER INC.	EXCAVATOR SUPPLIES	3,448.29
ANDES, KIRA	RENTAL REFUND 06.17.23	55.00
ATKINS LUMBER CO. INC.	SUPPLIES	274.01
ATKINS TELEPHONE CO..INC.	TELEPHONE	534.18
BADGER METER	ORION CELLULAR	23.25
DAKOTA SUPPLY GROUP	SUPPLIES	1,405.29
CATERPILLAR FINANCIAL SER	LEASE FOR EXCAVATOR	3,079.76
Cardmember Service	MAR TRANSACTIONS	331.18
CHEM-SULT, INC.	CHEMICALS	3,910.08
CRAWFORD QUARRY	ROCK ON ROAD TO SEWER PLANT	526.10
D P PROPERTIES	CLEANING PARKS - MAR 23	260.00
G & H ELECTRIC	DAMAGED CABINET FIRE	7,154.19
GAZETTE COMMUNICATIONS, Inc.	MINUTES 3/14	136.64
ION ENVIRONMENTAL SOLUTIO	LABS	1,271.00
IRON MOUNTAIN INCORPORATED	2/22/23-3/28/23	85.58
L. B. ANDERSON AGENCY	CYBER & PRIVACY LIABILITY	170.00
M & D MINI STORAGE	Derecho - costs	65.00
MARTIN EQUIPMENT	REAR AXLE REPAIR	20,899.68
MENARD'S	SUPPLIES	3.99
MIDAMERICAN ENERGY	UTILITY EXP	838.06
USPS - POSTMASTER	ANNUAL PO BOX FEE	80.00

POWESHIEK WATER ASSOICATION	UTILITY EXP	240.10
STATE CHEMICAL SOLUTIONS	WWTP SUPPLIES	766.88
THE DEPOT EXPRESS	FUEL-MARCH 2023	899.15
U S CELLULAR	CELL PHONES	549.39
WASTE MANAGEMENT	GARBAGE COLLECTION	20,263.21
Accounts Payable Total		93,406.46
Payroll Checks		<u>10,731.78</u>
***** REPORT TOTAL *****		<u><u>104,138.24</u></u>
GENERAL		40,186.24
ROAD USE TAX		27,691.22
FEMA		116.84
WATER		17,488.30
SEWER		<u>18,655.64</u>
TOTAL FUNDS		<u><u>104,138.24</u></u>

Koehn moved to approve Resolution 2023-04-06 Approving payment for Auditing Services of the Auditor of State for Fiscal Year Ending 2020 Annual Exam, Fiscal Year 2021 Annual Exam, and Special Report. Petersen seconded.

Bell moved to amend motion to remove Special Report billing from resolution. Discussion. Motion died due to a lack of a second.

Original Motion remains as is. Ayes: DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried. Nays: Bell. Motion carried.

Steffen moved to approve Resolution 2023-04-02 Authorizing Mayor to into an agreement with Iowa Economic Development Authority Community Development Block Grant Disaster Recovery (CDBG_DR) Program. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Petersen moved to Acknowledge Receipt of Environmental Review Requirements for the CDBG_DR Grant. Steffen seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Steffen moved to Acknowledge Receipt of Developer's Requirements of Green Streets Best Practices and Common Failures document. DeMeulenaere seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Steffen moved to approve Resolution 2023-04-03 awarding contract to Ken-Way to provide Sanitary and Storm Sewer Services for Cleaning, Root Cutting, Video Camera, and Root Treatment Work. Petersen seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Steffen moved to approve Resolution 2023-04-04 awarding contract to Viking LLC. To provide water tower maintenance in the amount of \$76,660.00. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Koehn moved to approve Resolution 2023-04-05 setting a public date for FYE 2023 Budget Amendment to be May 9, 2023. Petersen seconded. Aye: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Budget - Fiscal Year Ending 2024 (FYE 24):

Mayor Visser's Statement prior to public hearing: Before I open the P.H., I wanted to address a Facebook post that has been brought to my attention, where Councilperson DeMeulenaere indicated that the budget was done. I have spoken with Julie, and her message was intended to communicate that the Council had reached the point where a proposed budget for publication and consideration at this Public Hearing was agreed to. To be clear, the budget is currently proposed, not approved, and it will not be approved until after the public hearing. Any changes to the published/posted budget could not increase the tax rate as published but only decrease it. The public hearing date of April 25, 2023 was set by council resolution on March 28, 2023.

Public Hearing opened at 7:30. Citizen voiced concern his taxes have gone up \$700, revenues of \$2M – comes out of my pocket. Citizen showed concern with cutting revenues when costs continue to go up. Mayor Visser asked if the City had received written statements for or against FYE 2024 budget. Groskurth stated no written statements for or against have been received regarding the FYE 2024 Budget. DeMeulenaere stated she had received emails regarding budget. Martin stated written comments needed to be submitted to city hall. Public Hearing closed. Time 7:35.

Koehn moved to approve Resolution 2023-04-07 Adopting budget for fiscal year beginning July 1, 2023 – ending June 30, 2024 (FYE 24) for the City of Atkins, Iowa. Petersen seconded. Discussion. Ayes: Petersen, and Koehn. Nays: Bell, DeMeulenaere, and Steffen. Motion failed.

Steffen moved to approve Resolution 2023-04-07 Adopting budget for fiscal year 2024 as stated during April 6, 2023, budget workshop by reducing tax revenue by \$173,000 and continue to work to reduce expenditures in same amount. Bell seconded. Ayes: Bell, DeMeulenaere, Steffen, and Petersen. Motion carried. Nays: Koehn.

Fire Station Update: Visser informed architect will meet with Fire Department on May 1, 2023. Mayor informed the council to send available dates for workshops with the Architect and Financial Advisor.

Council Procedures – Schedule Workshop: Workshop date May 10, 2023, at 6 p.m.

Mayor's report: Continue to work with Fema regarding Fire Station, and Tree removal.

Public Works: Preparing for sewer cleaning and water tower project to begin. Ball diamond work is completed. Public works is preparing 2023 road maintenance. Water plant upgrades – parts continue to come in.

Administrator's report: Mayor, City Staff, Engineer, ECICOG, worked with developers, Iowa Department of Economic Development, contractors and vendors to keep the \$620K grant, quotes received for sewer cleaning, and water tower repairs, assure vendors payments would be made, and to determine which bills could be sent out. The FYE 2022 Audit has started. Working with several potential economic development opportunities.

Public Input: Citizen asked if UTV's are allowed in Atkins. Citizen asked when city plans to break ground on fire station.

The next regular council meeting to be held Tuesday, May 9, 2023, at 6:30 p.m. City Hall/Library 480 3rd Avenue, Council Room.

Steffen moved to adjourn. DeMeulenaere seconded. Ayes: Bell, DeMeulenaere, Koehn, Petersen, and Steffen. Motion carried.

Meeting adjourned at 8:18 p.m.

Kelly Groskurth, City Administrator/City Clerk

Bruce Visser, Mayor