

CITY OF ATKINS IOWA
Minutes
City Council Meeting Regular Session
Tuesday, September 12, 2023, at 6:30 p.m.
City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206

Mayor Bruce Visser called the meeting to order at 6:32 p.m. Present: Bell, DeMeulenaere, Koehn and Petersen. Also, present were Doug Herman – City Attorney, Amy Breese – Deputy Clerk, and various members of the public.

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

Koehn motioned to approve the Consent Agenda. Petersen seconded. Ayes: DeMeulenaere, Koehn and Petersen. Nays: Bell. Motion carried. Consent agenda was as follows:
 July 2023 Revenue and Expense Reports, and the following List of bills:

ACCESS SYSTEMS	NETWORK SUPPORT	1,829.38
ACCESS SYSTEMS LEASING	COPIERS	806.24
ACME TOOLS	SUPPLIES	512.79
AETNA Behavioral Health, LLC	BENEFIT	17.52
ALLIANT ENERGY	UTILITY EXP	13,275.83
ALTORFER INC.	EQUIPMENT	2,042.00
AMY BREESE	HEATH SAVINGS	2,250.00
ATKINS LUMBER CO. INC.	SUPPLIES	258.64
ATKINS TELEPHONE CO..INC.	PHONE	611.94
BADGER METER	METER	23.75
BAKER & TAYLOR	BOOKS	463.99
Cardmember Service	MAY/JULY 23 TRANSACTIONS	428.53
Cardmember Service	MAY/JULY 23 TRANSACTIONS	779.28
Cardmember Service	AUG 23 TRANSACTIONS	181.00
CATERPILLAR FINANCIAL SER	EXCAVATOR	3,079.76
CHEM-SULT, INC.	CHEMICALS	4,019.98
CUSTOM HOSE AND SUPPLIES, INC	SUPPLIES	106.35
D P PROPERTIES	CLEANING	1,686.00
DUBALL, PAMELA	REIMB	28.82
EFTPS	FED/FICA TAX	4,437.94
GAZETTE COMMUNICATIONS, Inc.	PUBLICATIONS/SUBSCRIPTION	692.97
GRAINGER	SUPPLIES	25.88
HI - VIZ SAFETY	SIGNS	965.00
ICHEKCGATEWAY.COM	CC PROCESSING FEES	589.15
ICHEKCGATEWAY.COM	CC PROCESSING FEES	581.15
ICHEKCGATEWAY.COM	CC PROCESSING FEES	590.10
IOWA ONE CALL	LOCATES	26.10
IRON MOUNTAIN INCORPORATED	SHREDDING SERV	85.95
JARROD TOMILNSON	HEATH SAVINGS	4,900.00
JARROD TOMILNSON	HEATH SAVINGS	2,650.00
JARROD TOMILNSON	REIMB	41.92
JETCO, INC.	WWTP REPAIR	498.00
JOHN DEERE FINANCIAL	SUPPLIES	71.96

KEN-WAY	LIFT STATION REPAIR	3,045.00
KIRKWOOD COMM CONTINUING ED	TRAINING	2,160.00
LINN COOP	FUEL FIRE STATION	120.00
M & D MINI STORAGE	Derecho - costs	65.00
MENARD'S	SUPPLIES	630.18
MERCHANT SERVICE FEE	BANK FEES	610.19
MERCHANT SERVICE FEE	BANK FEES	680.11
MERCHANT SERVICE FEE	BANK FEES	735.36
MIDAMERICA BOOKS	BOOKS	513.70
MIDAMERICAN ENERGY	UTILITY	91.61
MIKE RAMMELBERG	HEATH SAVINGS	3,360.30
PAYROLL EMPLOYEE CHECKS	Re-Issue	1,586.16
POWESHIEK WATER ASSOCIATION	UTILITY	281.05
QUALITY FLOW SYSTEMS, INC	MAINTENANCE	1,200.00
QUILL	SUPPLIES	328.92
SCHIMBERG	SUPPLIES	182.94
SIMPLY GREEN, LLC.	WEED CONTROL	4,777.09
SNYDER & ASSOCIATES	ENGINEERING	7,612.15
SOLUM LANG ARCHITECTS	FIRE STATION DESIGN	21,693.00
STATE CHEMICAL SOLUTIONS	WWTP SUPPLIES	789.89
THE DEPOT EXPRESS	FUEL	914.58
TODD DAMON	HEATH SAVINGS	2,250.00
U S CELLULAR	CELL PHONES	241.97
USA BLUEBOOK	WATER PLANT SUPPLIES	941.87
USPS - POSTMASTER	POSTAGE	315.18
VESSCO INC.	WATER PLANT PARTS	680.86
VIKING INDUSTRIAL PAINTING	WATER TOWER MAINT	76,600.00
WASTE MANAGEMENT	GARBAGE	15,780.17
WELLMARK BC/BS OF IOWA	INSURANCE	2,581.65
WILD'S CUSTOM MOWING	MOWING	170.00

Accounts Payable Total	5,372.22
Accounts Payable Total	195,712.10
Payroll Checks	12,690.94
***** REPORT TOTAL *****	<u>213,775.26</u>

BILL LIST – BY FUND:

GENERAL	56,991.57
ROAD USE TAX	11,891.24
FEMA	21,930.24
WATER	96,738.01
SEWER	26,224.23
TOTAL FUNDS	<u>213,775.29</u>

JULY 2023 REVENUES:

GENERAL FUND	\$121,359.78
ROAD USE TAX FUND	\$23,106.32
LOCAL OPTION SALES TAX FUND	\$22,858.13
WATER FUND	\$39,217.36
SEWER FUND	\$53,890.92

TOTAL JULY 2023 REVENUES \$260,432.51

JULY 2023 EXPENDITURES:

GENERAL FUND	\$101,921.00
ROAD USE TAX FUND	\$81,346.59
EMPLOYEE BENEFIT FUND	4730.45
CAPITAL PROJECT -FEMA	\$3,835.07
WATER FUND	\$58,367.84
SEWER FUND	\$23,050.82
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TOTAL JULY 2023 EXPENDITURES	\$273,251.77

Koehn motioned to approve Resolution 2023-09-01 Resolution to respond to Benton County Attorney’s public records request at no cost. Bell seconded. Ayes: Bell, Koehn, and Petersen. Nays: DeMeulenaere. Motion carried. Discussion occurred.

Koehn motioned to approve Resolution 2023-09-02 Resolution authorizing Mayor to file a request for amendment to the CBDG-DR 20-DRH-013 Atkins Disaster Recovery New Production – For Sale Housing Program. Petersen seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn motioned to approve Resolution 2023-09-03 Resolution approving year end transfers. Petersen seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

The council discussed the need for a social media policy.

Koehn motioned to take no action to fill the council vacancy. DeMeulenaere seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

The council discussed the Preliminary Engineering Review of the City Water System Infrastructure Study.

The council discussed the Atkins Fire Station 90% preliminary plans are presented to Council as information. Completed plans are expected by September 29, 2023.

The council discussed the City procurement policy.

The council chose not to discuss the “list of expenses” item as requesting member could not recall why they requested item to be on agenda.

The council discussed having a Finance Committee.

The council discussed Video equipment to video council meetings.

Mayor’s Report:

Water Advisory Process: Mayor gave detailed presentation on activities necessary to conduct the water advisory. The mayor gave thank you to the City Staff for their efforts over the weekend to remain in compliance with IDNR requirements.

Council Reports none.

Public input: water advisory, communications, and video recordings.

Next Regular Council Meeting to be held Tuesday, September 26, 2023, at 6:30 p.m. City Hall/Library 480 3rd Avenue, Council Room.

Koehn motioned to adjourn at 9:35pm. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Amy Breese, Deputy Clerk

Date

Bruce Visser, Mayor

Date