

**CITY OF ATKINS IOWA**  
**Minutes**  
**City Council Meeting Regular Session**  
**Tuesday, September 26, 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, Nick Eisenbach – Engineer, and various members of the public.

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

Consent Agenda: Bell requested item d regarding CDBG-DR 20-DRH-013 Atkins Disaster Recovery New Production -Housing Program be considered separately. DeMeulenaere requested the list of bills be considered separately and the Lynch Dallas bill be removed. Koehn moved to approve the Consent Agenda. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried. Consent agenda was as follows: August 22, 2023, Minutes, September 12, 2023, Minutes, and the Engineer Report.

DeMeulenaere moved to approve the list of bills by removing the Lynch Dallas bill. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried. The list of bills is approved as follows:

EFTPS	PAYROLL TAX	3,363.09
ACCESS SYSTEMS	LAPTOP	3,465.14
ALLIANT ENERGY	UTILITY EXP	1,891.88
BENTON COUNTY SOLID WASTE COMM	TIPPING FEES	2,287.12
CHEM-SULT, INC.	CHEMICALS	3,615.74
CROELL INC	CONCRETE	1,120.00
FASTENAL	SUPPLIES	60.53
G & H ELECTRIC	SERVICE	744.78
HOLIDAY OUTDOOR DECOR	SUPPLIES	220.12
IMFOA	TRAINING	225.00
ION ENVIRONMENTAL SOLUTIO	LABS	1,720.00
IOWA STATE UNIVERSITY	TRAINING	176.00
KIRKWOOD COMM CONTINUING ED	CPR TRAINING-FD	269.00
MENARD'S	SUPPLIES	36.06
MIDWEST ALARM	FIRE ALARM MONITORING	465.36
P & K MIDWEST	SUPPLIES	643.05
QUALITY FLOW SYSTEMS, INC	WWTP MAINT	1,155.00
TREASURER STATE OF IOWA	Water Excise Tax Aug	2,517.47
TRIONFO SOLUTIONS, LLC	LIFE INS - AUG 2023	270.99
WASTE MANAGEMENT	WD DUMPSTERS	1,700.00
WELLMARK BC/BS OF IOWA	SEPTEMBER PREMIUM	2,581.65
Accounts Payable Total		33,286.48
Payroll Checks		10,485.00
**** REPORT TOTAL ****		<u>39,012.98</u>

GENERAL	16,525.89
ROAD USE TAX	3,635.93
LOCAL OPTION SALES TAX	1,700.00
WATER	12,496.48
SEWER	4,654.68
TOTAL FUNDS	<u>39,012.98</u>

CDBG\_DR20\_DRH-013 Atkins Disaster Recovery New Production\_Housing Program:

Koehn moved to approve Resolution 2023-09-04 A resolution approving Developer Agreement 2020-CDBG-DR Contract No 20-DRH-013 by and between the City of Atkins, Iowa and Ralston Eco Homes, LLC. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-05 A resolution approving Disaster Recovery Promissory Note reference CDBG-DR Contract No 20-DRH-013 Project name: Stone Ridge Duplexes, Atkins, Iowa, executed by Ralston Eco Homes, LLC in favor of the City of Atkins. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-06 A resolution approving Mortgage reference Lot 22 Stone Ridge 1<sup>st</sup> addition, Atkins, Iowa, by and between the City of Atkins Mortgage, and Ralston Eco Homes, LLC Mortgagor. Bell seconded. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-07 A resolution approving Mortgage reference Lot 29 Stone Ridge 1<sup>st</sup> addition, Atkins, Iowa, by and between the City of Atkins, Mortgage, and Ralston Eco Homes, LLC, Mortgagor. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-08 A resolution approving the Covenants and Restrictions for Lot 22 Stone Ridge 1<sup>st</sup> addition, Atkins, Iowa as directed by the CDBG-DR Housing program, granted by Ralston Eco Homes, LLC to the City of Atkins, Iowa. Bell seconded. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-09 A resolution approving the Covenants and Restrictions for Lot 29 Stone Ridge 1<sup>st</sup> addition, Atkins, Iowa as directed by the CDBG-DR Housing program, granted by Ralston Eco Homes, LLC to the City of Atkins, Iowa. DeMeulenaere seconded. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

2023 Water Tower Maintenance Project:

Koehn moved to approve Resolution 2023-09-10 A resolution approving Change Order no. 1 in the amount of \$2,000. DeMeulenaere seconded. Ayes: Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-11 A resolution approving Pay Request No. 1 and Final Pay Request to Viking Painting, LLC of La Vista, NE in the amount of \$78,600. Petersen seconded. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-09-12 A resolution accepting the Water Tower Maintenance Project as completed. DeMeulenaere seconded. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Social Media Policy: Discussion was held. City Attorney commented. Council to forward .comments of the draft document to the Mayor.

Koehn moved to approve Resolution 2023-09-13 Water Supply Well #3 Pump and Motor Replacement Project not to exceed \$32,000. Peterson second. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Preliminary Engineering Review of City Water System Infrastructure System presentation was given by City Engineer Nick Eisenbacher.

Reports:

Mayor and public works report: water tower, fire station update.

Administrator gave written report.

Council reports: none.

Public Input: traffic control, social media, financial reports, security.

Future agenda items discussed: budget, security, procurement policy.

The next regular council meeting will be held Tuesday, October 10, 2023, at 6:30 p.m. City Hall/Library 480 3<sup>rd</sup> Avenue, Council Room.

Koehn moved to adjourn the meeting. Bell seconded. Bell, DeMeulenaere, Koehn and Petersen. Motion carried.

Adjournment time was 8:57 p.m.

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Kelly J. Groskurth, City Administrator

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Bruce Visser, Mayor