

CITY OF ATKINS IOWA
Minutes
City Council Meeting Regular Session
Tuesday, October 10, 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 6:30 p.m. Present were Bell, DeMeulenaere, Koehn, and Petersen. Also, present were Holly Corkery – City Attorney, Corinne Butkowski and Madeline Hartley – Visiting Attorneys, and various members of the public.

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

Koehn moved to approve the consent agenda. Petersen seconded. Ayes: DeMeulenaere, Koehn, and Petersen. Nays: Bell. Motion carried. Consent agenda was as follows: Council Minutes of September 26, 2023, Legal Fees Invoices -Lynch Dallas, and the following List of Bills for Approval.

ALLIANT ENERGY	UTILITY EXP	16,334.35
ALTORFER INC.	VIBRATORY ROLLERS	2,042.00
ATKINS AUTO REPAIR	FIRE ENGINE MAINT	1,690.29
ATKINS TELEPHONE CO..INC.	TELEPHONE	665.83
BADGER METER	ORION CELLULAR	22.80
BAKER & TAYLOR	BOOKS	49.81
Cardmember Service	SEPT 23 TRANSACTIONS	203.96
CHEM-SULT, INC.	CHEMICALS	2,214.94
Creative Technologies	SOFTWARE SUPPORT	885.00
D P PROPERTIES	CLEANING	1,035.00
DAKOTA SUPPLY GROUP	BROWN SUPPLY CO	262.00
DENTONS DAVIS BROWN PC	LEGAL SERVICES	7,696.00
EFTPS	PAYROLL TAXES	4,005.06
GAZETTE COMMUNICATIONS, Inc.	PUBLICATIONS	165.08
IOWA LEAGUE OF CITIES	TRAINING	200.00
IOWA ONE CALL	LOCATES	26.10
IPERS	IPERS REGULAR	7,714.60
IRON MOUNTAIN INCORPORATED	SHREDDING SERVICE	87.83
JETCO, INC.	WWTP REPAIR	6,119.00
M & D MINI STORAGE	Derecho - costs	65.00
MENARD'S	SUPPLIES	120.38
MIDAMERICAN ENERGY	UTILITY EXP	11.44
POWESHIEK WATER ASSOICATION	UTILITY EXP	205.00
QUILL	SUPPLIES	325.61
SNYDER & ASSOCIATES	ENGINEERING	15,500.23
STATE CHEMICAL SOLUTIONS	WWTP SUPPLIES	789.89

TREASURER STATE OF IOWA	Taxes	2,202.54
TREASURER STATE OF IOWA	Taxes	4,061.44
TRIONFO SOLUTIONS, LLC	LIFE INS	90.33
U S CELLULAR	CELL PHONES	241.97
USPS - POSTMASTER	POSTAGE	315.69
VIKING INDUSTRIAL PAINTING	WATER TOWER MAINT.	2,000.00
WASTE MANAGEMENT	GARBAGE COLLECTION	16,011.49
Accounts Payable Total		91,158.12
Payroll Checks		13,166.89
***** REPORT TOTAL *****		<u>104,325.01</u>

2023 REVENUES BY FUND: AUGUST AND SEPTEMBER

GENERAL FUND	123,550.53
ROAD USE FUND	54,983.95
EMPLOYEE BENEFIT FUND	4,876.29
LOCAL OPTION SALES TAX FUND	36,009.88
TAX INCREMENT FINANCE FUND	36,479.32
DEBT SERVICE FUND	25,214.21
WATER FUND	91,941.90
SEWER FUND	131,032.75
TOTAL REVENUES: AUG. & SEPT 2023	<u>504,088.83</u>

2023 EXPENDITURES BY FUND: AUGUST AND SEPTEMBER

GENERAL FUND	145,584.87
ROAD USE FUND	31,946.80
EMPLOYEE BENEFIT FUND	7,997.16
LOCAL OPTION SALES TAX FUND	0.00
TAX INCREMENT FINANCE FUND	0.00
DEBT SERVICE FUND	0.00
CAPITAL PROJECT: FEMA	22,932.74
WATER FUND	129,489.20
SEWER FUND	91,485.95
TOTAL EXPENDITURES: AUG. & SEPT 2023	<u>429,436.72</u>

Legal fees were discussed.

Koehn moved to approve Resolution 2023-10-01 A resolution setting Beggars' night to be October 31, 2023. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-10-02 A resolution approving Atkins Community Club's request and leasing of property for Halloween Party & Costume

Contest. Bell seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Koehn moved to approve Resolution 2023-10-03 A resolution approving Law Enforcement Contract Agreement for FYE 2024 by and between Benton County Sheriff and City of Atkins. Petersen seconded. The amount of the annual contract remains the same as last year. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Petersen moved to table Resolution 2023-10-04 A resolution adopting Social Media Policy. Koehn seconded. The council discussed the requirements and features of the policy and city officials and employees the policy applies to. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Discussion held regarding Website and Social Media Archiving Services.

Bell moved to direct Mayor to draft an amendment to the City of Atkins Procurement Policy. DeMeulenaere seconded. Ayes: Bell, DeMeulenaere, Koehn, and Petersen. Motion carried.

Mayor's report: Water Distribution questions are being forwarded to Engineer. Discussed audit report, fire station, Open Space and Trails Comprehensive Plan, Security System and where candidates campaign guide information can be located at Iowa Secretary of State web site and the League of Cities website. The mayor provided a written report.

The City Administrator provided a written report.

Council reports: none.

Future Agenda items: none.

Public Input: topics included water system and administrator.

The next regular council meeting will be held October 24, 2023, at 6:30 p.m. at City Hall/Library 480 3rd Avenue, Council Room.

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

Adjournment time was 7:46 p.m.

Kelly Groskurth, City Administrator/Clerk

Bruce Visser, Mayor