

City Council Meeting Regular Session
Tuesday, January 9, 2024, at 6:30 p.m.
City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206

Instructions to access the meeting using teleconference application Webex; Webex.com – Video is not needed but may be available.

Meeting number is 2558 902 0905 # password 7v6pU2dMMJ4
([click here for meeting link](#))

Without webex, Call the telephone number **1-510-338-9438**

Enter access code 2558 902 0905 # password 36353997 # you will have access to hear and speak. *6 will mute and unmute your device.

Contact the City Clerk at 319-446-7870 or email cityhall@cityofatkins.org if you plan to speak before the Council on an agenda item.

NOTICE AND CALL OF PUBLIC MEETING. The Mayor and Council welcome comments from the public during public input time. You are required to state your name and address for the record and to limit the time used to present your remarks in order that others may be given an opportunity to speak. The order of business is at the discretion of the Chair. The audio portion of this meeting may be recorded.

Agenda:

1. Call to order and roll call by Mayor, Bruce Visser
2. Approve the Agenda.
3. Consent agenda:
 - a. Approve Council Minutes of December 12, 2023,
 - b. Approve Council Minutes of December 27, 2023
 - c. List of Bills for Approval.
4. Approve Resolution 2024-01-01. Setting Financial Institution Account Access.
5. Discussion and possible action for the hiring process and hiring plan for office positions.
6. Discussion and possible action to establish a hiring committee.
7. Review the City of Atkins Conflict of interest policy.
8. Review Protected Personally Identifiable Information Policy.
9. Review Fraud Reporting policy.
10. Review Segregation of duties policy.
11. Discuss Financial policy document for the City. Audit item.
12. Discuss the information needed for Fire Station Rebuild meeting.
13. Library Issues: Emergency Procedures, Unpaid Bills, Pavilion, ATC, Password for Amazon
14. Discuss Engineer response on Water Distribution system
15. Discuss Packet for New Council, Responsibilities by Mayor and Council

16. Discuss City Attorney attendance at Council Meetings.
17. Status update – surveillance camera system.
18. Discuss options for getting video equipment to record council meetings.
- 19.. Reports:
 - a. Mayor’s Report: Written report submitted.
 - b. Council Reports:
20. Future Agenda Item Discussion:
- 21.. Public input for items not on the agenda. Comments are limited to 3 minutes.
Correspondence received:
22. Next regular council meeting to be held January 23 at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.
23. **Closed Session** under Iowa Code Section 21.5(1)(i) To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.
24. **Potential Action Item:** Motion or Resolution taking action following closed session on matter discussed in closed session.
25. Adjournment.

This Notice is given at the direction of the mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the City of Atkins, Iowa.

Posted January 8, 2024. City Hall and Post Office.