

City Council Meeting Regular Session
Tuesday, January 23, 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 **2556 852 9802 #** Password is **JkSNSwdu383**

[\(click here for meeting link\)](#)

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

Enter access code **2556 852 9802 #** Password **55767938 #**

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 Pro Tem, Samantha Petersen
2. Approve the Agenda
3. Consent agenda:
 - a. Approve Council Minutes of December 12, 2023
 - b. Approve Council Minutes of December 27, 2023
 - c. Approve Council Minutes of January 9, 2024
 - d. List of Bills for Approval.
4. Approve City of Atkins January 2024 Engineer's Report.
5. Resolution No. 2024-01-01 : A resolution naming authorized signers for bank transactions between City of Atkins, Iowa and Atkins Savings Bank and Trust.
6. Discussion and potential action by Motion to direct City Attorney to make appropriate redactions from attorney client privileged emails previously provided to the Council for review and to thereafter allow said emails, as redacted, to be publicly available.
7. Discussion and potential action by Motion regarding a Policy to limit or restrict access to City Hall and/or the City Clerk's Office by elected officials.
8. Motion directing the preparation of Policies and Procedures related to Boil Orders, Public Health Advisories, including public communication.
9. Discuss City Hall staffing needs, and potential action related thereto.
10. Discuss status of Fire Station project, and potential action related thereto.
11. Discuss budget planning and budget workshop schedules. *(At 12/27 meeting it was suggested that budget kickoff be held on this date but appears premature.)*

12. Reports:

- a. Mayor's Report: Written report submitted.
- b. Council Reports

13. Future Agenda Item Discussion:

14. Public input for items not on the agenda. Comments are limited to 3 minutes.

Correspondence received:

15. Next regular council meeting to be held February 13 at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

16. **Closed session** pursuant to 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.

17. **Possible action item** related to the subject matter of the closed session.

18. 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 22, 2024. City Hall and Post Office.