

City of Atkins City Council Meeting Regular Session Minutes

Tuesday, March 26, 2024 at 6:30 p.m.

City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206

Mayor Bruce Visser called the meeting to order at 6:31pm.

Present were Fisher, Koehn, Petersen, Bell, and Dursky. Absent: none.

Also present were Interim City Administrator Sandi Fowler, and various members of the public online and in person.

Koehn moved to approve the agenda with moving the closed session to the end of the meeting. Fisher seconded. Ayes: Fisher, Koehn, Petersen, Bell, Dursky. Motion carried.

Koehn moved to approve the consent agenda. Fisher seconded.

Discussion was held. Ayes: Fisher, Koehn, Petersen, Dursky. Nays: Bell. Motion carried. Consent agenda approved the March 12, 2024 minutes, Resolution 2024-03-05 approving the contract renewal of CFC and EMC Insurance with L. B. Anderson Agency for the total amount of \$106,622.95, Resolution 2024-03-06 approving a POW-R-GUARD Maintenance Agreement for Caterpillar Emergency Standby Generators with Altorfer, Inc., Resolution 2024-03-07 approving payment of contractor's pay request 3 in the amount of \$75,915.78 to Ralston Eco Homes LLC of Shellsburg, Iowa per IEDA CONTRACT 20-DRH-013, Resolution 2024-03-08 approving the purchase of a workstation podium from Workspace for the total amount of \$2,110.82, and the following list of bills:

VENDOR	REFERENCE	AMOUNT
PAYROLL EMPLOYEE CHECKS	PAYROLL 2/25/24-3/9/24	8,751.95
AMY BREESE	HSA 3/15/24	50
JARROD TOMILNSON	HSA 3/15/24	200
MIKE RAMMELSBURG	HSA 3/15/24	73.07
TODD DAMON	HSA 3/15/24	111.53
EFTPS	FED/FICA TAX	2,914.15
KEN-WAY SEWER SERVICE INC	SEWER/DRAIN CLEANING	160
BENTON COUNTY SOLID WASTE COMM	TIPPING FEES	1,761.34
TREASURER STATE OF IOWA	WET NOV 2023	2,278.94
TREASURER STATE OF IOWA	WET DEC 2023	2,206.36
TREASURER STATE OF IOWA	WET JAN 2024	2,178.28
TREASURER STATE OF IOWA	WET FEB 2024	2,280.29
ACME TOOLS	SUPPLIES	167.98
ALLIANT ENERGY	UTILITY EXP	2763.54
ALTORFER INC.	SKID LOADER MAINT	2,880.71

ATKINS AUTO REPAIR	VEHICLE MAINT	404.74
BENTON COUNTY SOLID WASTE COMM	TIPPING FEES	1,736.50
CHEM-SULT, INC.	CHEMICALS	4,134.05
ECICOG	ADMIN FS	9460.5
ENGINEERED EQUIPMENT SOLU	UV REHAB	949.9
FELD EQUIPMENT COMPANY INC	FD SUPPLIES	1,760.00
FOWLER PUBLIC SECTOR CONS	CONSULTING 030424-031724	9,812.50
HAWKEYE FIRE SAFETY	AIR TANK CYLINDER	464
ION ENVIRONMENTAL SOLUTIO	LABS	1,067
IMFOA	SPRING IMFOA CONFERENCE	175
JARROD TOMILNSON	FEBRUARY 24 MILEAGE	71.69
JOHN DEERE FINANCIAL	SUPPLIES	8.27
LARRY FRANCK TRUCKING LLC	HAULING	260.79
LYNCH DALLAS, P.C.	LEGAL SVCS FEB/MAR 2024	4,388.00
MENARD'S	SUPPLIES	27.71
MIDAMERICAN ENERGY	UTILITY EXP	712.18
STATE CHEMICAL SOLUTIONS	WWTP SUPPLIES	789.89
SUNLINE, INC	PARTS FOR SERVICE TRUCK	95
THE DEPOT EXPRESS	FUEL-FEBRUARY 2024	359.97
THOMPSON TRUCK & TRAILER, INC.	FD VEHICLE REPAIR	41.92
TODD DAMON	MILEAGE FOR FEB 24	46.9
ULTIMATE SAFETY CONCEPTS	SUPPLIES	322.2
VESSCO INC.	WATER PLANT PARTS	716.99
<u>WELLMARK BC/BS OF IOWA</u>	<u>APRIL PREMIUM</u>	<u>2,745.39</u>
Accounts Payable Total		60,577.28
Invoices: Paid		14,213.96
Invoices: Scheduled		46,363.32
Payroll Checks		8,751.95
***** REPORT TOTAL *****		<u><u>69,329.23</u></u>
NO FUND ASSIGNED		
GENERAL		29,486.42
ROAD USE TAX		4,920.25
FEMA		300
CDGG-DR HOUSING GRANT		9,160.50
WATER		17,574.25
SEWER		7,887.81
TOTAL FUNDS		<u><u>69,329.23</u></u>

Ben Kurka led a discussion about the proposal to purchase a vehicle for the Fire Department. Fisher moved to approve Resolution 2024-03-09, approving a vehicle purchase for the Fire Department from Karl Chevrolet for the total amount of

\$47,003.80. Dursky seconded. Ayes: Fisher, Koehn, Petersen, Bell, Dursky. Motion carried.

Ben Kurka led a discussion about the proposal to purchase EMS Equipment for the Fire Department. Fisher moved to approve Resolution 2024-03-10, approving the purchase of EMS Equipment for the Fire Department from Bound Tree Medical for the total amount of \$33,800.08. Dursky seconded. Ayes: Fisher, Koehn, Petersen, Bell, Dursky. Motion carried.

Koehn moved to approve Resolution 2024-03-11, approving an engagement letter for a professional services agreement with ESG Professional Accountants, 240 33rd Avenue SW, Suite D, Cedar Rapids, IA 52404, in an amount not-to-exceed \$10,000 per month. Fisher seconded. Ayes: Fisher, Koehn, Petersen, Bell, Dursky. Motion carried.

Mayor Visser reported that there is a MLA training coming up on April 6, 2024 and is available to all council members.

Interim City Administrator Sandi Fowler reported that city staff have been following up with snow plow damage to resident's lawns. They are working hard to follow up and fix what was damaged. Fowler will be out of office at the IMMA Conference in Iowa City for training March 27, 28, 29.

Kelly Van Ree spoke during the public comment time and noted that she is a county supervisor candidate. Jeremy Chihak spoke during the public comment time. He asked about the Fire Station rebuild project and the City Administrator job posting. Fowler reported that FEMA is expected to give approval of the City's project within 60 days, and mentioned that the job posting will be open until filled.

Mayor Visser read City Attorney Doug Herman's legal recommendation and support for going into closed session pursuant to Iowa Code section 21.5.(1)(i).

Koehn moved to go into closed session pursuant to Iowa Code section 21.5(1)(i). Dursky seconded. Ayes: Fisher, Koehn, Petersen, Bell, Dursky. Motion carried.

Mayor Visser declared the council was entering into closed session at 7:36pm.

Mayor Visser declared the council was back in open session at 8:05pm.

Next regular council meeting to be held April 9, 2024 at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Fisher moved to adjourn the meeting. Dursky seconded. Ayes: Fisher, Koehn, Petersen, Bell, Dursky. Motion carried.

Adjournment at 8:08pm.