

City of Atkins City Council Meeting Regular Session

Tuesday, July 23, 2024 at 6:30 p.m.

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

The meeting is to be broadcast on <https://www.youtube.com/@CityofAtkinsIA>. Public comments may be received at the office of the City Clerk, Atkins City Hall, 480 Third Avenue, Atkins and as provided in-person below.

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 approach the podium and 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 meeting may be recorded.

A G E N D A

Pledge of Allegiance

1. Call to order and roll call by Mayor Bruce Visser.
2. Approve the Agenda
3. Consent agenda:
 - a. Approve City Council Minutes of July 9, 2024.
 - b. List of Bills for Approval
 - c. Motion to renew Class C Retail Alcohol License to Bobby T's, Inc., doing business as Bobby T's Bar & Grill, 96 Main Avenue, Atkins
 - d. Motion to renew Class B Retail Native Wine License to Central City Family Pharmacy, Inc. doing business as Atkins Family Pharmacy, 401 Cardinal Ave, Atkins.
 - e. Resolution removing former employee from Financial Accounts for the City of Atkins, Iowa
4. Reports:
 - a. Mayor's Report
 - b. Council member Reports
5. Future Agenda Item Discussion:
6. Public input for items not on the agenda. Comments are limited to 3 minutes.
Correspondence received:
7. Next regular council meeting to be held August 13, 2024, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.
8. 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 July 19, 2024, City Hall and Post Office.

City of Atkins City Council Meeting
Regular Session Minutes
Tuesday, July 9, 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 6:33pm.

Present were Council members EJ Bell, David Fisher, Jim Koehn, and Mayor Bruce Visser. Absent: Council members Trevor Dursky and Samantha Peterse. Also present were Interim City Administrator Sandi Fowler (6:39pm), City Engineer Nick Eisenbacher, and various members of the public.

Fisher moved to approve the agenda. Koehn seconded the motion. Ayes: Bell, Fisher, and Koehn. Nays: None. Motion carried.

Bell moved to approve the consent agenda. Fisher seconded. Consent agenda items included were Council Minutes for June 25, 2024, List of Bills for Approval, renewal of Class B Retail Alcohol License to DolgenCorp, LLC, doing business as Dollar General #23186, 402 Stonebrook Drive, and Resolution 2024-07-01 authorizing payment of contractor's pay request 5 in the amount of \$52,530.93 to Ralston Eco Homes LLC of Shellsburg, Iowa per IEDA CONTRACT 20-DRH-013. Ayes: Bell, Fisher, and Koehn. Nays: None. Motion carried.

List of Bills:

CITY OF ATKINS - ACCOUNTS PAYABLE RUN
 CLAIMS REPORT 07.09.24

VENDOR	REFERENCE	AMOUNT
USPS - POSTMASTER	POSTAGE FOR JUNE24 BILLS	324.89
PAYROLL COUNCIL CHECKS	PAYROLL Q2	2,935.53
VOIDED IN ERROR	**VOIDED IN ERROR**	-
KARL CHEVROLET	2024 RAM FIRE VEHICLE	44,897.00
EFTPS	FED/FICA TAX	378.94
USPS - POSTMASTER	JULY 24 NEWSLETTER	166.66
USPS - POSTMASTER	JULY24 NEWSLETTER	45.05
PAYROLL EMPLOYEE CHECKS	PAYROLL 6/16/24-6/29/24	8,978.42
EFTPS	FED/FICA TAX	2,918.08
IPERS	IPERS REGULAR	1,956.23
TREASURER STATE OF IOWA	STATE TAX	456.72
AMY BREESE	HSA 7/3/24	50.00
TODD DAMON	HSA 7/5/24	111.53
MIKE RAMMELSBERG	HSA 7/5/24	73.07
JARROD TOMILNSON	HSA 7/5/24	200.00
ALLIANT ENERGY	UTILITY EXP	12,213.33

ATKINS LUMBER CO. INC.	SUPPLIES	41.83
ATKINS TELEPHONE CO..INC.	TELEPHONE	583.67
BADGER METER	ORION CELLULAR	92.24
BAKER & TAYLOR	BOOKS	17.10
DAKOTA SUPPLY GROUP	SUPPLIES	16,248.00
CATERPILLAR FINANCIAL SER	LEASE FOR EXCAVATOR	3,079.76
CHEM-SULT, INC.	CHEMICALS	4,090.90
Creative Technologies	SUPPORT FOR MAR, APR, MAY	885.00
D P PROPERTIES	CLEANING LIBRARY-JUNE 24	1,015.00
FOWLER PUBLIC SECTOR CONS	CONSULTING 061024-063024	10,750.00
GAZETTE COMMUNICATIONS, Inc.	2023 WATER QUALITY REPORT	609.65
IOWA DNR	ANNUAL WATER SUPPLY PERMIT FEE	225.58
IRON MOUNTAIN INCORPORATED	5/29/24-6/25/24	120.33
L.L. PELLING CO.	STREET MAINT	69,852.45
M & D MINI STORAGE	Derecho - costs	70.00
MIDAMERICAN ENERGY	UTILITY EXP	22.88
USPS - POSTMASTER	ANNUAL PO BOX FEE	320.00
POWESHIEK WATER ASSOICATION	UTILITY EXP	49.25
SNYDER & ASSOCIATES	ENGINEERING	11,031.62
STATE AUDITOR OF IOWA	2015-2021 SP INVEST PMT#2 , FY22	70,889.35
THE DEPOT EXPRESS	FUEL-JUNE 2024	1,783.54
TRIONFO SOLUTIONS, LLC	LIFE INS - JULY 2024	148.44
TRUGREEN	WEED CONTROL	550.00
U S CELLULAR	CELL PHONES	247.65
WASTE MANAGEMENT	GARBAGE COLLECTION	16,804.26
Accounts Payable Total		273,320.00
Payroll Checks		11,913.95
***** REPORT TOTAL *****		<u>285,233.95</u>
NO FUND ASSIGNED		
GENERAL		163,765.55
ROAD USE TAX		77,226.89
FEMA		70.00
WATER		30,031.93
SEWER		<u>14,139.58</u>
TOTAL FUNDS		<u><u>285,233.95</u></u>

Nick Eisenbacher, Snyder & Associates presented information about the proposed contract for a Lead and Copper Service Line Inventory. Koehn moved approval of Resolution 2024-07-02 for the contract with Snyder & Associates for a total amount of \$15,000. Fisher seconded. Ayes: Bell, Fisher, and Koehn. Nays: None. Motion carried.

Mayor Visser invited Council members and the public to attend an upcoming open house for the CDBG-DR grant housing at 510 and 514 Driftwood Lane on July 21 from noon to 2:00 pm. He also recommended Council members attend the upcoming Iowa League of Cities conference.

No comments were received from the public, either in-person or in writing.

Mayor Visser noted that the next regular council meeting will be held July 23, 2024, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Council member Fisher moved to adjourn the meeting, seconded by Bell. Motion carried. Ayes: Bell, Fisher, and Koehn. Nays: None. Motion carried. Meeting adjourned at 7:20pm.

Sandi Fowler, Interim City Administrator

Bruce Visser, Mayor

CITY OF ATKINS - ACCOUNTS PAYABLE RUN

CLAIMS REPORT 07.23.24

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
TREASURER STATE OF IOWA	WET JUNE 2024	2,320.30	13274420	7/11/2024 **ELECTRONIC PAYMENT**
EFTPS	FED/FICA TAX	3,884.56	13274421	7/19/2024 **ELECTRONIC PAYMENT**
AMY BREESE	HSA 7/19/24	50	13274422	7/19/2024 **ELECTRONIC PAYMENT**
TODD DAMON	HSA 7/19/24	111.53	13274423	7/19/2024 **ELECTRONIC PAYMENT**
MIKE RAMMELSBERG	HSA 7/19/24	73.07	13274424	7/19/2024 **ELECTRONIC PAYMENT**
JARROD TOMILNSON	HSA 7/19/24	200	13274425	7/19/2024 **ELECTRONIC PAYMENT**
PAYROLL EMPLOYEE CHECKS	PAYROLL 6/30/24-7/13/24	13883.74	10915-10923	7/19/2024 **PAYROLL EMPLOYEE CHECKS**
ACCESS SYSTEMS	NETWORK SUPPORT	980.38	10924	7/19/2024
ACCESS SYSTEMS LEASING	EQUIPMENT LEASES/COPIERS	861.98	10925	7/19/2024
AETNA Behavioral Health, LLC	JUL-SEP 2024 EMPLOY ASST PROG	17.52	10926	7/19/2024
ALLEGRA CEDAR RAPIDS	NEWSLETTER MAILING	720.97	10927	7/19/2024
ALLIANT ENERGY	UTILITY EXP	2330.84	10928	7/19/2024
BREEDEN TREE SERVICE	TREE WORK	4,720.84	10929	7/19/2024
DAKOTA SUPPLY GROUP	SUPPLIES	1,215.00	10930	7/19/2024
Creative Technologies	SUPPORT FOR JUN,JUL,AUG	1,018.00	10931	7/19/2024
DELTA INDUSTRIES INC.	COMPRESSOR	338.13	10932	7/19/2024
ECICOG	ADMIN FS	525	10933	7/19/2024
ESG PROFESSIONAL ACCOUNTA	JUNE SERVICE	1,664.00	10934	7/19/2024
FOWLER PUBLIC SECTOR CONS	CONSULTING 070124-071424	5,062.50	10935	7/19/2024
GAZETTE COMMUNICATIONS, Inc.	MINUTES 6/25	188.54	10936	7/19/2024
ION ENVIRONMENTAL SOLUTIO	LABS	1067	10937	7/19/2024
IOWA STATE UNIVERSITY	SCIENCE DISCOVERY CAMP	300	10938	7/19/2024
JARROD TOMILNSON	JUNE 24 MILEAGE	23.45	10939	7/19/2024
MIDAMERICAN ENERGY	UTILITY EXP	60.1	10940	7/19/2024
STATE INDUSTRIAL PRODUCTS	WWTP SUPPLIES	789.89	10941	7/19/2024
WENDLING QUARRIES, INC	MANSAND	92.88	10942	7/19/2024
Accounts Payable Total		28,616.48	VERIFIED AMT 7/18/24-AB	
Invoices: Paid		6,639.46	VERIFIED AMT 7/18/24-AB	
Invoices: Scheduled		21,977.02	VERIFIED AMT 7/18/24-AB	
Payroll Checks		13,883.74	VERIFIED AMT 7/18/24-AB	
***** REPORT TOTAL *****		<u>42,500.22</u>		
NO FUND ASSIGNED				
GENERAL		28,158.08		
ROAD USE TAX		1,681.52		
FEMA		525		
WATER		6,209.73		
SEWER		5,925.89		
TOTAL FUNDS		<u>42,500.22</u>		

RESOLUTION

**A RESOLUTION REMOVING FORMER EMPLOYEE FROM
FINANCIAL ACCOUNTS FOR THE CITY OF ATKINS, IOWA**

WHEREAS, employee Kelly.Groskurth is no longer employed by the City of Atkins and needs to be removed from access to the City's financial accounts, now therefore

BE IT RESOLVED that the City Council of Atkins, Iowa, that the following person be removed from access to financial accounts of the City of Atkins:

Kelly J. Groskurth, effective December 31, 2023.

Passed and approved this 23rd day of July, 2024.

Voting:

Bruce Visser, Mayor

ATTEST:
