

**City of Atkins City Council Meeting Regular Session  
 Tuesday, June 25, 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 6:35 pm.

Present were Council members Trevor Dursky, David Fisher, Jim Koehn, Samantha Petersen, EJ Bell (joined by telephone at 6:40 pm), and Mayor Bruce Visser. Also present were Interim City Administrator Sandi Fowler, City Attorney Doug Herman by telephone, and members of the public.

Petersen moved to approve the agenda. Dursky seconded the motion. Fisher questioned the Solum Lang contract amendment being back on the agenda after it failed approval. He further stated that he thought as a result of the prior vote, that the matter would be going to a voter referendum. City Attorney Doug Herman responded that while some cities have adopted Council policies to address when items can be reconsidered, Atkins has not. Council member Petersen stated she had requested the Solum Lang contract amendment be put on the agenda with some modifications, and shared that she felt the Fire Station Project is too important to wait any further for action. Fowler shared information regarding the reverse referendum process that the City of Atkins has followed to approve the project's funding.

Council member EJ Bell joined the meeting telephonically at this time. Council member Koehn spoke to the number of City Council and public meetings that were held prior to the decision of the City Council to approve the bonding process that required a reverse referendum. The vote on the motion to approve the agenda was taken with Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: None. Motion carried.

Petersen moved to approve the consent agenda. Dursky seconded the motion. Consent agenda items included City Council meeting minutes for May 28, 2024, June 11, 2024, and June 18, 2024 (special session) and the List of Bills for approval. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: None. Motion carried.

CITY OF ATKINS - ACCOUNTS

CLAIMS REPORT 06.25.24

VENDOR	REFERENCE	AMOUNT	CHECK #
EFTPS	FED/FICA TAX	2,398.70	13274404
IPERS	IPERS REGULAR	3,553.87	13274405
TREASURER STATE OF IOWA	STATE TAXES	2,678.82	13274406
AMY BREESE	HSA 6/21/24	50	13274407
TODD DAMON	HSA 6/21/24	111.53	13274408
MIKE RAMMELBERG	HSA 6/21/24	73.07	13274409
JARROD TOMILNSON	HSA 6/21/24	200	13274410
**PAYROLL EMPLOYEE CHECKS**	PAYROLL 6/15/24-6/21/24	7983.81	10840-10846
ACCESS SYSTEMS	NETWORK SUPPORT	980.38	10847
ACCESS SYSTEMS LEASING	EQUIPMENT LEASES/COPIERS	2162.47	10848
ALLIANT ENERGY	UTILITY EXP	3145.29	10849
B & R ENTERPRISES LLC	SIREN BATTERY	374.5	10850
BAKER & TAYLOR	BOOKS	122.84	10851
BENTON COUNTY SOLID WASTE COMM	TIPPING FEES	2,395.68	10852

BOUND TREE Medical, LLC	EMS EQUIPMENT	32,049.99	10853
DAKOTA SUPPLY GROUP	BROWN SUPPLY CO	2,835.60	10854
CEDAR VALLEY HUMANE SO	ANIMAL CONTROL	130	10855
CHEM-SULT, INC.	CHEMICALS	19,888.45	10856
DEMCO	BOOKS	166.39	10857
EVERGREEN LANDSCAPE NURSRY	SUPPLIES	560	10858
IOWA LEAGUE OF CITIES	MEMBER DUES 7/1/24-6/30/25	1,664.00	10859
IPERS	IPERS REGULAR	1,866.86	10860
JETCO, INC.	WWTP	2,965.50	10861
KEN-WAY EXCAVATING	JET & VAC TRUCK	1,056.25	10862
L.L. PELLING CO.	STREET MAINT	5,562.83	10863
MENARD'S	SUPPLIES	345.3	10864
NATIONAL MISSISSIPPI RIVE	EDUCATIONAL PROGRAM	563.3	10865
SOLBERG'S INC.	NAME TAGS/DESK HOLDERS	276.49	10866
WELLMARK BC/BS OF IOWA	JULY PREMIUM	2178.3	10867
WILD'S CUSTOM MOWING	MOWING FOR APR/MAY	390	10868
Accounts Payable Total			90,746.41
Payroll Checks			7,983.81
***** REPORT TOTAL *****			98,730.22
NO FUND ASSIGNED			
GENERAL			51,897.75
ROAD USE TAX			9,032.79
WATER			28,757.48
SEWER			9,042.20
TOTAL FUNDS			98,730.22

Presentation was made by Sandi Fowler, Fowler Public Sector Consulting, regarding her role as interim city administrator. Fisher moved approval of Resolution 2024-06-07 approving contract amendment #1 with Fowler Public Sector Consulting, LLC to interim city administrator services agreement, extending the contract on a month-to-month basis. Petersen seconded the motion. Discussion included a desire for Fowler to identify projects each month to accomplish with Council providing feedback on prioritization of the list, and to identify base-line tasks, such as Council proceedings to provide. Vote on the motion, Ayes: Council members Bell, Dursky, Fisher, Petersen and Koehn. Nays: none. Motion carries.

Discussion regarding staffing recommendations was held. A combination of permanent positions were discussed as well as the use of outsourcing specific work. Petersen made a motion to direct Fowler to identify professional search firms to assist the City Council to hire both a permanent City Clerk and City Administrator. Fisher seconded the motion. Dursky clarified the motion to state that the firms need not specialize in municipal government, that we should identify local firms, and that both positions are included. Vote on the motion, Ayes: Council members Bell, Dursky, Fisher, Petersen and Koehn. Nays: none. Motion carries.

Mayor Visser identified Dick Lange for public comment on the Fire Station Project agenda item as he had requested to speak per the process identified at the top of each agenda. Dick Lange read the letter he had addressed to the City Council urging the Council to support the 100% design project and to acknowledge the small portion of the overall project cost that would be borne by Atkins property tax payers.

Council member Petersen moved to approve Resolution 2024-06-08 approving contract amendment #01A with Solum Lang Architects, LLC for revisions to the final design and construction documents for the Atkins Fire Station Project – Setting Scope and Funding. Council member Dursky seconded the motion, and asked for Council discussion of the action. Petersen stated the Fire Station project is too important to push out any further and that she had asked for it to be re-visited. Petersen believes that Option B approved on May 28 is a good path forward to not miss this construction season, and stated that the process to re-design with Solum-Lang can result in designing a building the community will be proud of and a fire station that serves the community well. The option brings the cost estimate down and that is important to some in the community. Fisher stated that he believes the Fire Station is important but that he had heard a lot of negative feedback from citizens about the cost of the project. Dursky asked the Council if they can agree to move forward and work together on the design. Vote on the motion, Ayes: Dursky, Petersen, Koehn. Nays: Bell. Abstain: Fisher.

Mayor Visser reported that water hydrants were being replaced in town, that chip sealing was being done, and that he had attended a Benton County Landfill Commission meeting this week. Fowler also reported that street line painting was being done. Council reports were made.

Public comments were received from the public in-person and in writing.

Mayor Visser announced that the next regular council meeting will be held July 9, 2024, at 6:30 p.m., City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Council member Dursky moved to adjourn the meeting, seconded by Fisher. Ayes: Bell, Dursky, Fisher, Petersen and Koehn. Nays: none. Motion carried. Meeting adjourned at 9:17 pm.

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Sandi Fowler, Interim City Administrator

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Bruce Visser, Mayor