

**City Council Meeting Regular Session**  
**Tuesday, September 24, 2024, at 6:30 p.m.**  
**City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206**  
**Minutes**

Mayor Pro-tem Samantha Petersen called the meeting to order at 6:32 pm.

Present were Council members Samantha Petersen, Trevor Dursky, David Fisher, Jim Koehn in person, and EJ Bell by phone. Mayor Bruce Visser was absent. Also present were members of the public.

Fisher moved to approve the agenda. Dursky seconded. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried.

A public hearing was held on the Atkins Sludge Removal Project #WWTP01. No public comments were received in person or in writing. The public hearing closed at 6:34 pm.

Fisher moved Resolution 2024-09-02 approving the proposed contract documents (plans & specifications), form of contract and estimate of cost for the Atkins Sludge Removal Project #WWTP01. Dursky seconded. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none.

Fisher moved Resolution 2024-09-03 approving the award of the Atkins Sludge Removal Project #WWTP01 to Midwest Injection Inc. of Cascade, Iowa in the sum of \$134,383.00. Petersen seconded. Motion carried. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried.

Fisher moved to approve the consent agenda. Dursky seconded. Consent agenda items included Council Minutes for September 10, 2024, List of Bills for Approval, and Financial Reports for August 2024. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried.

List of Bills:

CITY OF ATKINS - ACCOUNTS PAYABLE RUN  
 CLAIMS REPORT 09.24.24

| VENDOR                      | REFERENCE                | AMOUNT   |
|-----------------------------|--------------------------|----------|
| **PAYROLL EMPLOYEE CHECKS** | PAYROLL 8/24/24-9/7/24   | 8,107.36 |
| USPS - POSTMASTER           | LEAD & COPPER MAILER     | 430.84   |
| EFTPS                       | FED/FICA TAX             | 2,763.67 |
| AMY BREESE                  | HSA 9/13/24              | 50.00    |
| TODD DAMON                  | HSA 9/13/24              | 111.53   |
| MIKE RAMMELSBERG            | HSA 9/13/24              | 73.07    |
| USPS - POSTMASTER           | COMM CLEANUP MAILER      | 303.08   |
| ACCESS SYSTEMS              | NETWORK SUPPORT          | 3,329.00 |
| ACCESS SYSTEMS LEASING      | EQUIPMENT LEASES/COPIERS | 983.97   |

|                              |                          |                  |
|------------------------------|--------------------------|------------------|
| ALLEGRA CEDAR RAPIDS         | LEAD & COPPER MAILER     | 382.58           |
| ALTORFER INC.                | GOLF CART RENTAL         | 611.00           |
| BENTON COUNTY AUDITOR        | FY24 Q1 LAW ENFORCEMENT  | 7,605.00         |
| DAKOTA SUPPLY GROUP          | SUPPLIES                 | 208.27           |
| CHEM-SULT, INC.              | CHEMICALS                | 2,550.95         |
| ECICOG                       | CDBG-DR GRANT            | 1,350.00         |
| ESG PROFESSIONAL ACCOUNTA    | AUG 24 SERVICES          | 958.00           |
| FOWLER PUBLIC SECTOR CONS    | CONSULTING 090224-091524 | 7,312.50         |
| G & H ELECTRIC               | SERVICE                  | 1,101.28         |
| GAZETTE COMMUNICATIONS, Inc. | MINUTES 8/27             | 204.26           |
| GRAINGER                     | SUPPLIES                 | 231.87           |
| ION ENVIRONMENTAL SOLUTIO    | LABS                     | 1,067.00         |
| LYNCH DALLAS, P.C.           | LEGAL SERVICES AUG 2024  | 49.50            |
| MENARD'S                     | SUPPLIES                 | 162.05           |
| PER MAR SECURITY SERVICES    | BATTERY                  | 70.00            |
| SOLUM LANG ARCHITECTS        | FIRE STATION DESIGN      | 30,775.00        |
| STATE INDUSTRIAL PRODUCTS    | SUPPLIES                 | 1,297.54         |
| TITAN MACHINERY              | MOWER REPAIR             | 1,172.35         |
| WM CORPORATE SERVICES, INC.  | WD DUMPSTERS             | 1,200.00         |
| WELLMARK BC/BS OF IOWA       | OCTOBER PREMIUM          | 2,459.98         |
| WILD'S CUSTOM MOWING         | MOWING JULY              | 260.00           |
| Accounts Payable Total       |                          | 69,074.29        |
| Invoices: Paid               |                          | 3,732.19         |
| Invoices: Scheduled          |                          | 65,342.10        |
| Payroll Checks               |                          | 8,107.36         |
| ***** REPORT TOTAL *****     |                          | <u>77,181.65</u> |
| NO FUND ASSIGNED             |                          |                  |
| OPEN ACCESS                  |                          | 27,825.70        |
| ROAD USE TAX                 |                          | 5,094.05         |
| FEMA                         |                          | 30,775.00        |
| CDBG-DR HOUSING GRANT        |                          | 1,350.00         |
| WATER                        |                          | 8,196.25         |
| SEWER                        |                          | 3,940.65         |
| TOTAL FUNDS                  |                          | <u>77,181.65</u> |

Petersen moved Resolution 2024-09-04 approving street closures by Atkins Presbyterian Church for an event on September 29, 2024. Fisher seconded the motion. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried.

Fisher moved Resolution 2024-09-05 approving a minor boundary change to Lot 13, Stone Ridge First Addition to create Parcels A and B. Petersen seconded the motion. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried.

Dursky moved Resolution 2024-09-06 approving Control System Upgrade for the Outdoor Warning System (OWS) units owned by the City of Atkins for the amount of \$7,564.95, in partnership with Benton County Emergency Management Agency, City of Shellsburg, Iowa, and the City of Urbana, Iowa. Fisher seconded the motion. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried.

Mayor Pro-tem Petersen indicated that Mayor Visser had provided the Mayor's Report in writing. At the recent 2024 Iowa League of Cities conference, Mayor Visser received the Certified Elected Municipal Official (CEMO) designation.

There was no public input, and no written correspondence received.

The next regular City Council meeting will be held on October 8, 2024, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Koehn moved to adjourn the meeting. Dursky seconded. Ayes: Bell, Dursky, Fisher, Petersen, and Koehn. Nays: none. Motion carried. Meeting adjourned at 6:55 pm.

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Sandi Fowler, Interim City Administrator

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Samantha Petersen, Mayor Pro-tem