

City of Atkins City Council Meeting Regular Session Minutes

Tuesday, February 25, 2025

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

Mayor Visser Called the Council meeting to order at 6:39 pm. Council members present in person; Petersen, Bell, Fisher, Dursky. On-line: Koehn. Staff present: Scott Flory- City Administrator, Teresa Rotschafer -municipal consultant, and members of the public.

Motion by Petersen to approve the agenda. Second by Koen. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Motion by Koehn to approve the consent agenda. Second by Petersen. Consent agenda includes;

Council minutes of February 4 special meeting and February 11, 2025 regular meeting. List of bills. Finance reports received and filed; 2025 January Monthly Report Summarization, Revenue and expense report, Bank Reconciliation report, Treasurers report. Teresa Rotschafer presented the Summarization Report.

CLAIMS REPORT 02.25.25

VENDOR	REFERENCE	AMOUNT
RIPPLING - PAYROLL	4Q RECON BALANCE DUE - ER TAX	12.72
USPS - POSTMASTER	POSTAGE FOR JAN25 BILLS	352.80
RIPPLING - PAYROLL	01312025 PAYROLL	16,393.76
TRIONFO SOLUTIONS, LLC	LIFE INS	145.39
BANKERS BANK	DEC TRANS	63.05
BANKERS BANK	JAN TRANS	1,265.17
ESG PROFESSIONAL ACCOUNTA	PAYROLL SERVICE	697.00
ACCESS SYSTEMS LEASING	EQUIPMENT LEASES/COPIERS	861.98
ACME TOOLS	SUPPLIES	367.41
ALLIANT ENERGY	UTILITY EXP	15,277.27
AMAZON CAPITAL SERVICES	LIBRARY SUPPLIES	
AMAZON CAPITAL SERVICES	LIBRARY SUPPLIES	674.51
ATKINS LUMBER CO. INC.	SUPPLIES	174.23
ATKINS TELEPHONE CO..INC.	TELEPHONE	586.64
BADGER METER	ORION CELLULAR	114.32
BAKER & TAYLOR	BOOKS	89.70
BENTON COUNTY AUDITOR	FY25 Q3 LAW ENFORCEMENT	7,605.00
BENTON COUNTY ENGINEER	SSALT/SAND	707.81
BENTON COUNTY SOLID WASTE COMM	3RD QTR LANDFILL	14,546.66
BOUND TREE Medical, LLC	MEDICAL SUPPLIES	2,762.48
CATERPILLAR FINANCIAL SER	LEASE FOR EXCAVATOR	3,079.76
CHEM-SULT, INC.	CHEMICALS	5,699.20
Creative Technologies	SUPPORT FOR MAR,APR,MAY	1,018.00

D P PROPERTIES	CLEANING-LIBRARY-JAN 25	708.00
DEMCO	BOOKSHELVES	1,202.77
ECICOG	ADMIN DEBRIS REMOVAL	750.00
EASTERN IOWA EXCAVATING	POND OUTLET PAY REQ#3-FINAL	1,378.70
LB ANDERSON AGENCY	ADDTNL PREMIUM	358.00
ENGINEERED EQUIPMENT SOLU	PARTS	2,133.00
ESG PROFESSIONAL ACCOUNTA	JAN 25 SERVICE	1,219.25
FUTURE LINE TRUCK EQUIPMT	SNOW REMOVAL PARTS	2,999.12
G & H ELECTRIC	SCRUBBER CONTROL PANEL	711.00
GAHRING MACHINE INC.	EQUIP REPAIR	1,735.91
GAZETTE COMMUNICATIONS, Inc.	MINUTES 12/17	332.20
GILMORE & BELL, P.C.	GO BONDS LEGAL SERVICES	5,000.00
GRAINGER	PARKS SUPPLIES	218.10
HAWKEYE FIRE SAFETY	ROADS SUPPLIES	137.00
HI - VIZ SAFETY	SIGNS	3,697.75
ION ENVIRONMENTAL SOLUTIO	LABS	1,435.50
IMFOA	ANNUAL MEMB-ABREESE	50.00
IRON MOUNTAIN INCORPORATED	12/25/24-01/28/25	119.80
JOHN DEERE FINANCIAL	SUPPLIES	47.40
LARRY FRANCK TRUCKING LLC	HAULING	283.92
LINN COOP	LP	724.51
LYNCH DALLAS, P.C.	LEGAL SERVICES JAN/FEB 2025	3,329.50
M & D MINI STORAGE	Derecho - costs	70.00
MACQUEEN EQUIPMENT, LLC	FLOW TEST	1,205.00
METER & TECHNOLOGY SOLUTIONS	WATER METERS	559.22
MIDAMERICAN ENERGY	UTILITY EXP	1,758.98
OLLINGER GARAGE DOOR INC.	TENSION DOOR	95.00
PER MAR SECURITY SERVICES	SECURITY	180.45
POWESHIEK WATER ASSOICATION	UTILITY EXP	70.00
QUILL	LIBRARY SUPPLIES	285.95
S2 CONSTRUCTION LLC	PAY REQ#1 TREE REMOVAL	
SMART APPLE MEDIA	PROJECT	29,980.00
SNYDER & ASSOCIATES	BOOKS	898.34
SOLUM LANG ARCHITECTS	ENGINEERING	10,021.14
SRG PROFESSIONALS, LLC	FIRE STATION DESIGN	2,066.00
STATE INDUSTRIAL PRODUCTS	HIRE CITY ADMIN	23,540.00
TARGETSOLUTIONS LEARNING	WWTP SUPPLIES	813.58
THE DEPOT EXPRESS	PREV MAINT	1,968.75
TODD DAMON	FULE-JAN 2025	774.80
TOMORROW'S SOLUTIONS	TRAINING MILEAGE	357.20
TRUENORTH	JAN 2025 CONSULTING	6,466.36
U S CELLULAR	TRAINING	1,000.00
USA BLUEBOOK	CELL PHONES	248.76
WM CORPORATE SERVICES, INC.	WW SAFETY EQUIP	444.08
	GARBAGE COLLECTION	17,577.54

WELLMARK BC/BS OF IOWA	MARCH PREMIUM	2,674.55
LERNER PUBLISHING GROUP INC	BOOKS	796.71
Accounts Payable Total		204,918.70
Invoices: Paid		18,929.89
Invoices: Scheduled		185,988.81
Payroll Checks		
***** REPORT TOTAL *****		<u>204,918.70</u>
NO FUND ASSIGNED		
OPEN ACCESS		143,371.84
ROAD USE TAX		17,780.46
EMPLOYEE BENEFITS		1,926.47
FEMA		2,886.00
WATER		21,695.09
SEWER		17,258.84
TOTAL FUNDS		<u>204,918.70</u>

RESOLUTION 2025-02-04 APPROVING PAYMENT OF PAY APP 15 FROM RALSTON ECO HOMES LLC FOR THE 2019 CDBG-DR CONTRACT 20-DRH-13 IN THE AMOUNT OF \$78,969.62 (PASS THROUGH GRANT).

RESOLUTION 2025-02-05 REQUESTING CONTRACT AMENDMENT TO 20-DRH-013: ATKINS DISASTER RECOVERY NEW PRODUCTION – FOR SALE HOUSING PROGRAM.

RESOLUTION 2025-02-06 TO APPROVE BENTON COUNTY IOWA STATE EXTENSION AND OUTREACH USE OF THE CITY OF ATKINS PARK PAVILION AND PAYMENT OF \$300 FOR HOSTING SUMMER SCIENCE DISCOVERY CAMPS IN JUNE AND JULY 2025. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried; consent agenda is approved.

Motion by Dursky to approve the Second Consideration and adoption of Ordinance 230 Deleting Property from the Tax Increment Financing District for the Atkins Urban Renewal Area of the City of Atkins, Iowa, Pursuant to Section 403.19 of the Code of Iowa and approval. Voting: Aye; Petersen, Koehn, Dursky. Nay: Fisher, Bell. Motion carried, second reading is passed and approved.

Motion by Koehn to approve Resolution 2025-02-07 Setting Date for Public Hearing on Designation of the Expanded Atkins Urban Renewal Area and on Urban Renewal Plan Amendment. Second by Petersen. Presentation by Flory regarding the public hearing related to Urban Renewal Area and Plan amendment. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Motion by Koehn to approve RESOLUTION 2025-02-08 ACCEPTING THE WORK FOR THE TREE REMOVAL PROJECT 2024 AND APPROVE FINAL PAYMENT #1 TO S2

CONSTRUCTION LLC IN THE AMOUNT OF \$29,980.00. Second by Dursky. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Motion by Koehn to approve RESOLUTION 2025-02-09 ACCEPTING THE WORK FOR THE POND OUTLET REPAIR PROJECT 2024 AND APPROVE FINAL PAYMENT #3 TO EASTERN IOWA EXCAVATING, LLC IN THE AMOUNT OF \$1,378.70. Second by Bell. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Motion by Koehn to approve RESOLUTION 2025-02-10 APPROVING PAY APP 1 GARLING CONSTRUCTION FOR THE FIRE STATION REBUILD. Second by Petersen. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Motion by Dursky to approve RESOLUTION 2025-02-11 ACCEPTING THE PROPOSAL FOR SPECIAL INSPECTION and CONSTRUCTION MATERIALS TESTING SERVICES FOR THE ATKINS FIRE STATION REBUILD PROJECT. Second by Bell. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Motion by Fisher to approve RESOLUTION 2025-02-12 ACCEPTING THE PROPOSAL FOR BUILDERS RISK INSURANCE POLICY FOR THE FIRE STATION REBUILD PROJECT, removing the Terrorism – Certified Acts premium. Second by Bell. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Flory presented a report regarding the Fire Station Rebuild Project Update including the construction overall timeline expected to begin March 3 with mobilization of equipment and site utility work.

Flory presented a report regarding the City Budget FYE 26 filing timeline and detail information regarding the truth in taxation documents.

Motion by Fisher to approve RESOLUTION 2025-02-13 SETTING A DATE AND TIME FOR A PUBLIC HEARING ON THE “TRUTH IN TAXATION” PRELIMINARY HEARING FOR THE CITY OF ATKINS, IOWA, 2026 FISCAL YEAR MUNICIPAL BUDGET. Second by Dursky. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried.

Reports: Mayor Visser gave a report; Welcome to Scott Flory and his wife to the community, a Fire Station building groundbreaking would be scheduled. Todd Damon, Atkins Public Works Superintendent, received the 2024 Operator of the year from the Iowa Rural Water Association at the February 2025 annual conference in Des Moines – congratulations Todd. County Conservation continues working on the Roundhouse Area – the public is asked to remain out of the area during construction. Attended County Assessor meetings, Inspection services search continues, water main breaks occurred Feb 14, 15 – thanks to staff and contractors to restore service in difficult conditions. Visser gave time to Scott Flory for introductions.

Future agenda item discussion: Video recording equipment, Groundbreaking ceremony date for the fire station rebuild.

Public input: Rita Lapan spoke on public involvement. Correspondence received: none.

Visser announced the next regular council meeting to be held March 11, 2025, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Motion by Bell to adjourn. Second by Dursky. Voting: Aye; Petersen, Koehn, Fisher, Dursky, Bell. Nay: none. Motion carried. 7:58 pm.

Bruce Visser, Mayor

Attest:

Amy Breese, Interim City Clerk.