

City of Atkins, Iowa
October 21, 2025 Council Meeting Minutes

Mayor Bruce Visser called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Council members EJ Bell, Trevor Dursky, and Dave Fisher answered roll call. Jim Koehn and Sammy Petersen were absent. City Administrator Scott Flory and City Clerk/Treasurer Shelley Annis were also present.

Motion Fisher, 2nd Bell to approve the agenda. Bell, Dursky, Fisher – aye.

Kim Love, whose mother Kathy Briggs, 309 Main Ave addressed the Council regarding Love's son, mother and granddaughter who had a stand in front of Ms. Briggs home selling homemade breads and pastries during the weekend of Atkins garage sales. Councilmember Koehn had addressed the stand operators regarding placement of the stand in city right-of-way and subsequently placed a call to the Benton County dispatch prompting a Deputy Sheriff to request relocation of the stand. Ms. Love expressed displeasure in how this was handled.

Motion Bell, 2nd Fisher to approve the 1st Reading of Ordinance #235, amending City Code Chapter 106.08-Collection Fees by changing the amount billed for Residential Solid Waste & Recycling and Landfill fees. Bell, Dursky, Fisher – aye.

Motion Bell, 2nd Dursky to approve Resolution 2025-10-01 establishing a Public Purpose Policy for expenditure of funds. Bell, Dursky, Fisher – aye.

Motion Bell, 2nd Dursky to approve the 1st Reading of Ordinance #236 amending City Code Chapter 92.04-Service Discontinued and Chapter 92.08-Temporary Suspension of Service by increasing the reconnection fee from \$25.00 to \$75.00. Bell, Dursky, Fisher – aye.

Motion Fisher, 2nd Bell to approve a quote proposal from Per Mar Security Services in an amount not to exceed \$17,895.93 for access control systems for the City Hall/Library doors, security cameras, and conversion of the fire alarm system from land lines to cellular. Bell, Fisher, Dursky - aye.

City Administrator Flory and Mayor Visser gave their reports.

Motion Dursky, 2nd Fisher to approve the consent agenda items including the claims list, September 23, 2025 Council minutes, Friends of the Library use of the Community Room on 11/14-11/15, September 2025 Financial Reports, adding Veteran's Day as a recognized holiday for employees, Resolution 2025-10-02 approving the Preliminary & Final Plat for Koopman Holding 2nd Addition. Dursky, Bell, Fisher – aye.

Council members Fisher, Bell and Dursky addressed Ms. Love and Ms. Briggs regarding the way Council member Koehn addressed the bread stand location, communicating that Koehn's actions did not represent the majority of the Council.

Motion Fisher, 2nd Bell to adjourn at 6:52 p.m. Dursky, Bell, Fisher – aye.

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ACCESS SYSTEMS	10/13-11/12		1,297.60		
ACCESS SYSTEMS LEASING	COPIER LEASES		921.62		
ACME TOOLS	SUPPLIES		517.42		
AETNA BEHAVIORAL HEALTH LLC	10-12/25, 9 EMPLOYEES		56.94		
ALLIANT ENERGY	7/28-8/26	21,360.21		12021	10/07/25
ALLIANT ENERGY	8/28-9/29	2,774.38	24,134.59	12023	10/14/25
ALTORFER INC.	EQUIP RENT		591.00		
AMAZON CAPITAL SERVICES	SUPPLIES/BOOKS		800.96		
SHELLEY ANNIS	IMFOA CONF REIMB		211.87		
APPARATUS TESTING SERVICES LLC	ANNUAL PUMP CERT TEST		1,187.50		
ATKINS AUTO REPAIR	09 F450		918.56		
ATKINS LUMBER CO INC	SUPPLIES		212.34		
ATKINS TELEPHONE CO INC	10/1-10/31		578.19	12024	10/14/25
BADGER METER	CELL HOSTING		125.38		
BAKER & TAYLOR	BOOKS		12.79		
BANKERS BANK	CONF HOTEL	306.78		12025	10/14/25
BANKERS BANK	09/25 PURCHASES	1,393.15		13274742	10/21/25
BANKERS BANK	09/25 PURCHASES	1,822.83		13274743	10/21/25
BANKERS BANK	09/25 PURCHASES	371.25	3,894.01	13274744	10/21/25
BENTON COUNTY SOLID WASTE COMM	9/24-10/15		1,873.12		
KAYLA BROWN	DEPOSIT REF		100.00		
CATERPILLAR FINANCIAL SER	LEASE PYMT		2,964.06	13274745	10/18/25
CHEM-SULT INC	SUPPLIES		5,686.95		
CHOSEN VALLEY TESTING INC	TESTING		3,107.50		
CJ COOPER & ASSOC INC	2026 ADMIN FEE		260.00		
CRC TRENCHING CO	REPAIRS		1,300.00		
CUSTOM HOSE AND SUPPLIES INC	REPAIRS		273.93		
THE DEPOT EXPRESS	09/25 GAS/FUEL		736.66		
DONE DONE SERVICES	REPAIRS		13,136.34		
DORSEY & WHITNEY LLP	UR PLAN AMENDMENT		13,074.50		
DP PROPERTIES	CLEANING		1,118.00		
DAKOTA SUPPLY GROUP	SUPPLIES		462.50		
EMPLOYEE HSA	09/26 HSA	474.98		13274729	9/26/25
EMPLOYEE HSA	10/10 HSA	474.98	949.96	13274739	10/10/25
ESG PROFESSIONAL ACCOUNTA	PROF SVC	610.75		13274746	10/10/25
ESG PROFESSIONAL ACCOUNTA	09/25 SVC	1,280.00	1,890.75		
SCOTT FLORY	MILEAGE REIMB		166.60		
FORTE	ONLINE CHECK FEES		725.10	13274736	10/02/25
GAZETTE COMMUNICATIONS INC	PUBS		38.29		
GRAINGER	SUPPLIES		558.26		
GWORKS	1/1-12/31/26 LIC/SUPPORT		15,000.00		
EMILY HARTMAN	CREDIT BAL REFUND ACCT#120.06		91.12		
HAWKEYE FIRE SAFETY	ANNUAL INSP		1,573.35		
HI-VIZ SAFETY	SIGNS		565.25		
HOLIDAY INN AIRPORT	IMFOA CONF		241.59		
ION ENVIRONMENTAL SOLUTIONS	09/25 TESTING		1,504.00		
IOWA LEAGUE OF CITIES	BUDGET WSHOP		120.00		
IOWA ONE CALL	08/25 LOCATES		21.60		
IPERS	09/25 IPERS		4,652.15	13274730	9/29/25
IRON MOUNTAIN INCORPORATED	8/27-9/23		126.63		
JENSEN INSPECTION SERVICE	09/25 INSP		1,575.00		
JETCO INC	REPAIRS		2,964.75		
JOHN DEERE FINANCIAL	SUPPLIES		50.90		
KATIE HOPKINS	10/27 PRESENTATION		250.00		

CLAIMS REPORT

Check Range: 9/24/2025-10/21/2025

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
KIRKWOOD COMM CONTINUING ED	PETERSEN-CPR CLASS		75.00		
LYNCH DALLAS PC	9/17-10/10		600.00		
M&D MINI STORAGE	10/25 RENT		70.00		
MENARDS	SUPPLIES		341.70		
MERCHANT SERVICE	ONLINE CR CARD FEES		790.87	13274735	10/02/25
MIDAMERICAN ENERGY	8/25-9/24		101.05	12022	10/07/25
MORITZ SERVICE & REPAIR	SUPPLIES		130.00		
MOTION INDUSTRIES INC	SUPPLIES		728.60		
USPS - POSTMASTER	09/2025 BILLS		370.88	12020	10/01/25
QUILL	SUPPLIES		204.28		
RIPPLING - PAYROLL	09/26 PR	20,835.73		13274731	9/26/25
RIPPLING - PAYROLL	7/1-9/30 COUNCIL PR	2,787.46		13274733	9/30/25
RIPPLING - PAYROLL	10/10 PR	20,719.99	44,343.18	13274740	10/10/25
SCHIMBERG	SUPPLIES		69.38		
SERVPRO	CLEANING		4,305.31		
SMART APPLE MEDIA	BOOKS		722.88		
SNYDER & ASSOCIATES	PROF SVC THRU 09/30		10,992.30		
SOLUM LANG ARCHITECTS	PROF SVC		2,066.00		
STATE INDUSTRIAL PRODUCTS	SUPPLIES		1,346.05		
TREASURER STATE OF IOWA	2023 SALES TAX	1,840.00		13274727	9/30/25
TREASURER STATE OF IOWA	2024 SALES TAX	1,856.09		13274728	9/30/25
TREASURER STATE OF IOWA	09/2025 WET	2,572.42	6,268.51	13274737	10/03/25
TRIONFO SOLUTIONS LLC	10/2025 INS		185.35	13274738	10/05/25
TRUENORTH	TRAINING		500.00		
ULINE	SUPPLIES		59.54		
US CELLULAR	9/28-10/27		272.64	12026	10/14/25
VESSCO INC	REPAIRS		251.15		
VISSER, BRUCE	REIMB		151.20		
VOYA RETIREMENT PLAN	09/26 PR	399.38		13274732	9/26/25
VOYA RETIREMENT PLAN	10/10 PR	399.38	798.76	13274741	10/10/25
WASTE MANAGEMENT CORP SVCS	09/25 SVC		17,577.54		
WELLMARK BC/BS OF IOWA	11/2025		1,998.70		
WELTER STORAGE EQUIPMENT	CHAIR		635.00		
			=====		
Accounts Payable Total			208,575.50		
Invoices: Paid			91,640.05		
Invoices: Scheduled			116,935.45		
Utility Refund Checks					

Refund Checks Total					
Payroll Checks					
			=====		
Report Total			208,575.50		
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**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	76,230.60
110	ROAD USE TAX	13,135.07
112	EMPLOYEE BENEFITS	5,794.70
125	TAX INCREMENT FINANCING	36,568.10
310	FIRE STATION(inc1 FEMA)	5,558.50
600	WATER	40,963.25
610	SEWER	30,325.28

	TOTAL FUNDS	208,575.50