

City of Atkins, Iowa
May 12, 2026 Council Meeting Minutes

Mayor Brian Cruise called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Council members Kevin DeMeulenaere, Trevor Dursky, Dave Fisher, Jeremy Rolando, and Bob Stolen answered roll call. City Administrator Scott Flory and City Clerk Shelley Annis were also present.

Motion Dursky, 2nd Stolen to approve the agenda– all aye.

Melinda Schoettmer, Benton County Treasurer announced her candidacy for re-election as County Treasurer and reviewed her position responsibilities and qualifications.

Motion Fisher, 2nd Rolando to approve Resolution 2026-05-01 amending Resolution 2024-04-02 amending the City's Social Media Policy. DeMeulenaere, Dursky, Fisher, Rolando, Stolen, – aye.

Motion Fisher, 2nd Stolen to approve Resolution 2026-05-02 adopting the Iowa League of Cities Records Retention Manual as a guideline for management of City records. Dursky, Fisher, Rolando, Stolen, DeMeulenaere – aye.

Motion Fisher, 2nd Stolen to approve the 1st Reading of Ordinance 241 amending the Code of Ordinances of the City of Atkins, Iowa by adding a new sub-section to Chapter 69.07 Parking Regulations. Fisher, Rolando, Stolen, DeMeulenaere, Dursky – aye.

Motion Stolen, 2nd Dursky to approve a bid from Dan Wirtanen, Atkins, IA for \$7,950.00 for construction of 226 lineal feet of sidewalk on city-owned property at 500 Cardinal Ave. Motion passed 3-2 with DeMeulenaere and Fisher voting nay.

Nick Eisenbacher, Engineer with Snyder & Associates reviewed the 2019 Water Distribution Study and the 2023 Preliminary Engineering Report. Council discussed water system improvement options with water pressure on the southeast and southwest sides of the city being their priority. Motion Stolen, 2nd DeMeulenaere to authorize City Administrator Flory to issue an RFP for professional services on a booster station for the southeast portion of the city – all aye.

City Administrator Flory and Mayor Cruise gave their reports.

Motion Dursky, 2nd DeMeulenaere to approve the consent agenda items consisting of: the April 28, 2026 Council minutes, the claims for payment, the April financial reports, renewal of a retail tobacco license for the Casey's Store, 401 Stonebrook Dr, Atkins, a new Pavilion Rental Agreement, Resolution 2026-05-03 amending Resolution 2025-10-02 Approving the Preliminary and Final Plat for Koopman Holding 2nd Addition, and Pay Request #16 to Garling Construction in the amount of \$17,670.00. Rolando, Stolen, DeMeulenaere, Dursky, Fisher, – aye.

City Administrator Flory requested Council hold a special meeting at 5:45 p.m. on Thursday, May 14, 2026.

Motion Rolando, 2nd Stolen to adjourn the meeting at 7:33 p.m. – all aye.