

PUBLIC NOTICE IS HEREBY GIVEN that the following governing body will meet at the date, time, and place herein set out. The tentative agenda for said meeting is as follows:

TENTATIVE AGENDA  
ATKINS CITY COUNCIL  
CITY HALL – 480 3<sup>RD</sup> AVENUE  
**TUESDAY, JUNE 23, 2026**  
6:00 P.M.

1. Call to Order and Pledge of Allegiance led by Mayor Brian Cruise
2. Roll Call by City Clerk
3. Approval of the Agenda by City Council.
4. Citizens' Opportunity to address the Council:
  - In conformance with the Iowa Open Meeting law, no action or deliberation can occur on items presented during the Citizens' Forum
  - Please walk to the front and state your name and address and the subject of your discussion
  - Speakers are encouraged to limit their comments to three (3) minutes
5. Unfinished Business:
6. New Business:
  - A. Fire Station Building Project:
    - Review by Scott Flory, City Administrator
    - **Motion** to approve Change Order #24R to Garling Construction in the amount of \$3,577.67 by City Council
    - Discussion and consideration of **Motion** by City Council
    - Voice vote by Mayor Cruise
    - **Motion** to approve **Resolution #2026-06-03**, "A Resolution accepting the work for the Atkins Fire Station Project and authorizing payment of the retainage" by City Council.
    - Discussion and consideration of **Motion** by City Council
    - Roll Call Vote by City Clerk
  - B. Determination on process to fill City Council Vacancy due to resignation:
    - Review by Scott Flory, City Administrator
    - **Motion** to approve either:

- **Resolution #2026-06-04**, "A Resolution determining process to fill a City Council Member Vacancy by Appointment" by City Council

**OR**

- **Resolution #2026-06-04**, "A Resolution determining process to fill a City Council Member Vacancy by Special Election by City Council.
- Discussion and consideration of **Motion** by City Council
- Roll Call Vote by City Clerk

C. Water Tower (1939 Tower) Repair Project:

- Project update and review of Pay Request #1, David Schrier, Public Works Director
- **Motion** to approve Pay Request #1 to Viking Industrial Painting in the amount of \$151,169.60 by City Council.
- Discussion and consideration of Motion by City Council.
- Voice vote by Mayor Cruise

7. City Administrator's Report:

- Filing of Petition to Intervene Iowa Utilities Commission – Morgan Valley

8. Mayor's Report:

9. Consent Agenda:

- Approval of June 9, 2026, City Council Meeting Minutes
- Approval of the bills & claims submitted by the City Clerk
- Approval of **Resolution #2026-06-05**, "A Resolution authorizing the City Clerk to make transfers between funds (1939 Water Tower Repair Project)
- Approval of a Class "B" Retail Alcohol License (renewal) Dollar General Store (402 Stonebrook Drive)
- Approval of **Resolution #2026-06-06**, "A Resolution authorizing and directing the City Clerk to write-off certain combined and past due utility accounts as uncollectable"
- Approval of wages for FY 27 for Library Employees as determined by the Library Board of Trustees

10. Other Business:

11. Closed Session – Pursuant to Iowa Code Section 21.5(i) "evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge

is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session".

- Motion to enter closed session by City Council
- Discussion and consideration of **Motion** by City Council
- Roll Call Vote by City Clerk

12. Motion and possible action concerning closed session

13. Adjournment

NEXT REGULAR MEETING – JULY 14, 2026 at 6:00 P.M.

This notice is given pursuant to Chapter 21.4 (1) of the Code of Iowa and of the local Rules & Procedures of the Governing Body

*\*Written comments are welcome in advance of the meeting and may be received at the office of the City Clerk in-person, or by email at: [cityclerk@cityofatkins.org](mailto:cityclerk@cityofatkins.org) at Atkins City Hall, 480 Third Avenue, Atkins, IA 52206. Contact the City Clerk's Office if you plan to speak before the Council on an agenda item and need any special assistance.*

*Note: Some members may participate by telephone, per Section 21.8 of the Code of Iowa*



**General Contractors**

1120 11th Street • Belle Plaine, IA 52208 • Phone: (319) 444-3409 319-444-3409 • Fax: (319) 444-2437 319-444-2437

COR #. 0024R

Date Tuesday, June 16, 2026

Project: Atkins Fire Station  
 Project #: 54259 cc: Superintendent

Equipment and material price increase prior to submittals being approved.

#	Description	Type	Qty	Rate	Expense Amount	MarkUp	Cost
00026	NEI Mechanical	Subcontractor Expense			6771.000	5.0000	\$3,507.52
00026	Bond 2%	Other Expense		0.000	70.150	0.0000	\$70.15
00026							

**PROPOSAL SUMMARY**

Subcontractor Expense \$3,507.52  
 Other Expense \$70.15  
**Net Costs \$3,577.67**

**Proposal Total \$3,577.67**

⌘ PLEASE REVIEW AND SIGN BELOW FOR INCLUSION IN THE NEXT OWNER CHANGE ORDER ⌘

Architect: x \_\_\_\_\_ Date: \_\_\_\_\_

Owner: x Michael Fritz Solum Lang Architects Date: 06.16.26

PM: x *Michael J Svatosch* Michael J Svatosch, Project Manager Date: 6/16/2026

*Scott Flury* 6-23-26



403 Mill Ave., Elgin, IA 52141

Phone: 563-426-5144

Email: [neiamechanical@alpinecom.net](mailto:neiamechanical@alpinecom.net)

**November 21, 2025**

Contractor:  
Garling Construction  
5607 4<sup>th</sup> Street Ct SW  
Cedar Rapids, IA 52404

Project:  
Atkins Fire Station  
91 Railroad St  
Atkins, IA 52206

SUBJECT: Change Order Request – Equipment/material pricing increase prior to submittals being approved

Change order request is for several items that had price increases prior to submittal approval.

Trench Drain Material Increases : ~~\$1,166.00~~ 583.00                      Owner to cover 50% of cost.  
Booster Pump Increase : ~~\$4,549.00~~ 2,274.50  
Oil Separator Increase: ~~\$1,056.00~~ 528.00  
Total: \$6,771.00 3,340.50

Respectfully,

Doug Rocke  
Business & Finance Director  
[neiamechanical@alpinecom.net](mailto:neiamechanical@alpinecom.net)  
Northeast Iowa Mechanical Systems, L.L.C.  
403 Mill Ave.  
Elgin, IA 52141

## Lesley Peterson

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**From:** Michael Svatosch  
**Sent:** Monday, November 24, 2025 8:02 AM  
**To:** Michael Fritz  
**Cc:** Al Buck; Joseph Johnson  
**Subject:** FW: [External] Price increase  
**Attachments:** Atkins Fire Station\_Equipment pricing Change Order.pdf

Morning Michael/Al,

See the attached COR proposal from Mechanical Contractor for price increases.  
These equipment increases occurred between the time submittals were initiated and returned.

This is a unique subject for all involved, it really isn't anyone's fault, especially considering the tariff situation during this time period.

I will say NEIA Mechanical was prompt with their submittals and ordered equipment as soon as they received back.

Just wanted to get your thoughts on this and see if this a cost that could be discussed and/or negotiated.

Please let me know and give me a call if you would like to discuss.

Thanks,

**Michael Svatosch**

Project Manager



**GARLING**  
CONSTRUCTION, INC.

GENERAL CONTRACTORS SINCE 1971

5607 4<sup>th</sup> Street Ct SW  
Cedar Rapids, IA 52404

[msvatosch@garlingconstruction.com](mailto:msvatosch@garlingconstruction.com)

319.398.3340

319.398.3363 fax

319.444.6671 cell

*Celebrating 50 years of building excellence!*

**From:** Doug Rocke <doug.neiamech@gmail.com>

**Sent:** Friday, November 21, 2025 1:19 PM

**To:** Michael Svatosch <msvatosch@garlingconstruction.com>

**Cc:** Phillip Wyss <wyssphillip1@gmail.com>; Joseph Johnson <jjohnson@garlingconstruction.com>

**Subject:** Re: [External] Price increase

Michael-

Attached is a proposed change order for the equipment/materials price increase. Please forward for review.

thanks!

Doug Roche

NEIA Mechanical

[doug.neiamech@gmail.com](mailto:doug.neiamech@gmail.com)

On Fri, Nov 21, 2025 at 5:36 AM Michael Svatosch <[msvatosch@garlingconstruction.com](mailto:msvatosch@garlingconstruction.com)> wrote:

Phillip,

Attached is the correspondence regarding the price increase inquiry.

If NEIA chooses to submit a COR for the increased costs, I will submit it to Architect/Owner for approval.

If the COR gets approved there will be reimbursement, if not, GCI should not be burdened with these costs.

Thanks,

Michael Svatosch

Project Manager

5607 4th Street Ct SW

Cedar Rapids, IA 52404

[msvatosch@garlingconstruction.com](mailto:msvatosch@garlingconstruction.com)

319.398.3340

319.398.3363 fax

319.444.6671 cell

Celebrating 50 years of building excellence!

-----Original Message-----

From: Phillip Wyss <[wyssphillip1@gmail.com](mailto:wyssphillip1@gmail.com)>

Sent: Thursday, November 20, 2025 1:34 PM

To: Joseph Johnson <[jjohnson@garlingconstruction.com](mailto:jjohnson@garlingconstruction.com)>; Michael Svatosch <[msvatosch@garlingconstruction.com](mailto:msvatosch@garlingconstruction.com)>

Cc: Doug Roche <[doug.nejamech@gmail.com](mailto:doug.nejamech@gmail.com)>

Subject: [External] Price increase

Joe/Michael, just wanting to touch base with you again on the price increase that took place from the time of bid until the submittals were approved. I believe Doug has sent over all the information that he can regarding the numbers involving this increase. The total would be \$6771.

We would appreciate if you could kindly respond to this request and let us know if there is something else you need or if there is some reason why we are not hearing back on this request.

Thanks again.

Phillip Wyss

Northeast Iowa Mechanical

Cell: 563-380-0316

Office: 563-426-5144

DW 22-Plumbing	Product Data	NEI Mechanical	5.1.25	5.2.25	5.2.25	5.2.25	5.13.25	x	x	5.13.25
220500-Water Meter	Product Data	NEI Mechanical	5.1.25	5.2.25	5.2.25	5.2.25	5.13.25	x	x	5.13.25
220523-Valves Resubmittal per Requested	Product Data	NEI Mechanical	5.1.25	5.2.25	5.2.25	5.2.25	5.9.25	x		5.9.25
220623-Valves	Product Data	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	4.28.25	x	x	4.28.25
	Shops	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25				
220628-Hanger and Supports	Product Data	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	4.28.25	x	x	4.28.25
220653-ID	Shops	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	4.28.25	x		4.28.25
220700-Insulation	Product Data	NEI Mechanical	2.14.25	2.14.25	2.14.25	2.14.25	3.31.25	x		4.1.25
221116-Water Pipe Resubmittal	Product Data	NEI Mechanical	3.11.25	3.12.25	3.12.25	3.12.25	4.22.25	x		4.22.25
	Shops	NEI Mechanical	3.11.25	3.12.25	3.12.25	3.12.25	4.22.25	x		4.22.25
221123-Water Pump Resubmittal	Product Data	NEI Mechanical	3.11.25	3.12.25	3.12.25	3.12.25	4.22.25	x	x	4.22.25
221316-Sanitary Waste/Vent	Product Data	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	3.10.25	x	x	3.11.25
	Shops	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	3.10.25	x	x	3.11.25
TD-1 and TD-2 Resubmittal	Product Data	NEI Mechanical	4.8.25	4.8.25	4.8.25	4.9.25	4.29.25	x	x	4.28.25
221516-Air Piping	Product Data	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	4.28.25	x		4.28.25
	Shops	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.7.25	4.28.25	x		4.28.25
223400-Water Heater	Product Data	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.10.25	4.9.25	x		4.9.25
	Shops	NEI Mechanical	3.5.25	3.7.25	3.7.25	3.10.25	4.9.25	x		4.9.25
224000-Fistures	Product Data	NEI Mechanical	2.12.25	2.13.25	2.13.25	2.13.25	3.10.25	x	x	3.11.25
	Shops	NEI Mechanical	2.12.25	2.13.25	2.13.25	2.13.25	3.10.25	x	x	3.11.25
224700-Drink Fountain/Cooler	Product Data	NEI Mechanical	3.5.25	3.10.25	3.10.25	3.10.25	4.28.25	x		4.28.25
	Shops	NEI Mechanical	3.5.25	3.10.25	3.10.25	3.10.25	4.28.25	x		4.28.25

**RESOLUTION NO. 2026-06-03**

**A RESOLUTION ACCEPTING THE WORK FOR THE ATKINS FIRE STATION PROJECT  
AND AUTHORIZING PAYMENT OF THE RETAINAGE**

WHEREAS, Garling Construction, Inc. was awarded the construction contract for the construction of the City of Atkins Fire Station Project in the amount of \$3,376,000; and

WHEREAS, there was a net increase to the original contract amount through change orders of \$19,885.97; and

WHEREAS, the Project has been completed in accordance with the design standards; except for a small number of miscellaneous punch list items; and

WHEREAS, it is now necessary for the City Council to accept the aforementioned Project as substantially completed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Atkins, Iowa, that the Atkins Fire Station Project be accepted as substantially completed.

BE IT FURTHER RESOLVED that the City Clerk/Treasurer is directed to hold the retainage amount until 31 days after the date of this Resolution in accordance with Iowa Code Chapter 573.

PASSED and APPROVED this 23<sup>rd</sup> day of June, 2026.

\_\_\_\_\_  
Brian Cruise, Mayor

Attest:

\_\_\_\_\_  
Shelley Annis, City Clerk/Treasurer

# AIA<sup>®</sup> Document G704<sup>®</sup> – 2017

## Certificate of Substantial Completion

**PROJECT:** *(name and address)*  
Atkins Fire Station  
Atkins, IA

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: October 11, 2024

**CERTIFICATE INFORMATION:**  
Certificate Number: 1  
Date: 06-15-2026

**OWNER:** *(name and address)*  
City of Atkins  
480 3rd Ave  
Atkins, IA 52206

**ARCHITECT:** *(name and address)*  
Solum Lang Architects, LLC  
1101 Old Marion Road NE  
Cedar Rapids, IA 52402

**CONTRACTOR:** *(name and address)*  
Garling Construction  
1120 11th Street  
Belle Plaine, IA 52208

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

*(Identify the Work, or portion thereof, that is substantially complete.)*

Complete Project Construction and Scope



ARCHITECT *(Signature)*

BY: Albert C. Buck, Partner + Architect  
*(Printed name, title, and license number if required)*

03-16-2026  
*(Date Of Substantial Completion)*

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

NA

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:  
*(Identify the list of Work to be completed or corrected.)*

See Attached Punchlist dated 4.10.2026, Apparatus Bay Lighting Levels, (2) Interior Door Replacements, & Mechanical Room Lockset Replacement

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Ninety (90) days from the above date of Substantial Completion.

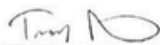
Cost estimate of Work to be completed or corrected: \$25,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

Owner following Cert. of Sub. Completion

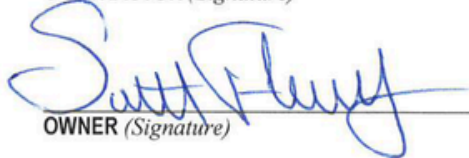
The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:



CONTRACTOR *(Signature)*

BY: Troy Pins, President  
*(Printed name and title)*

6-16-26  
*(Date)*



OWNER *(Signature)*

BY: Scott L. Flory, City Administrator  
*(Printed name and title)*

6-23-26  
*(Date)*

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Meeting Location: **Atkins Fire Station**  
Meeting Date: **04.10.2026**  
Meeting Time: **10:00 AM**  
Distribution Date: **04.10.2026**

Project: **Atkins Fire Station**  
Project #: **21020**  
Transmit: **E-Mail**

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**1. General Notes**

- a. Add rock around patio & main entrance
- b. Switch first responder parking to N/S double loaded spots on W side
- c. Double check ADA parking stalls – No additional needed according to site plan
- d. Parking lot repainting at SE of lot near NW corner of building where striped no parking zone
- e. SLA to get Design Engineer's out to the building to test lighting levels

**2. Exterior Items**

a. SOUTH

- i. Grades on S side of building appear to slope into the building wall/foundation – Should have swale per sheet C400
- ii. Replace adapter so downspout goes into drain tile
- iii. Water is pooling at the end of 2<sup>nd</sup> ave. – needs graded to flow downhill

b. EAST

- i. Replacement panels for overhead doors
- ii. Pavement on East apron slightly wavy - needs tolerance check
- iii. Window corner trim extends into dirt on NE corner windows – Verify if trim should be level with sill

c. NORTH

- i. Bent trim on base of white panel where it meets brick on the N side – directly west of the main entrance
- ii. "T" in "ATKINS" sign has a scratch
- iii. Last "T" in "DEPARTMENT" slightly crooked
- iv. Check sealant on N windows – specifically W lower window appears to be missing a window head

d. WEST

- i. All 5 windows on W side needs sealant
- ii. Hole in mortar above condensing units
- iii. Penetrations behind condensing units need sealed
- iv. Tape needs removed from all cleanouts – in-between generator and condensing units
- v. Pooling water at W apron – Design team to verify grading design
- vi. Replacement panels for overhead doors

e. ROOF

- i. Exhaust penetration for W overhead radiant heaters needs resealed

**3. Interior Items**

- a. CO2 sensors not activating fan/louvers
- b. SE corner of apparatus needs metal panel to corner (Behind mainframe)
- c. Weight room door/frame needs squared up – bowed out at latch
- d. Corridor to restroom occupancy indicator on door hardware not unlocking when inside lever is turned

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These meeting minutes were prepared to establish record of decisions, discussions, and actions required. Please contact issuer of minutes should you have any different interpretation or understanding of issues described above.

**BY:** Michael Fritz Solum Lang Architects, LLC

**Distribution:** All Attendees

**Attachments:** Atkins Fire -- Site Modifications

RESOLUTION 2026-06-04

A RESOLUTION DETERMINING PROCESS TO FILL A CITY COUNCIL  
VACANCY BY APPOINTMENT

WHEREAS, there is a vacancy in the Office of City Council Member for the City of Atkins effective June 10, 2026; and

WHEREAS, Iowa Code Section 372.13(2)(a) allows the vacancy to be filled by appointment by the remaining members of the City Council for the period until the next pending election (11-2-27); and

WHEREAS, the Council must publish notice in the manner prescribed by Iowa Code Section 362.3, stating that the Council intends to fill the vacancy by appointment but that the electors of the City have the right to petition requiring that the vacancy be filled by special election; and

WHEREAS, the Council has elected to fill the vacancy by appointment following the publication of the required notice in the manner proscribed by Iowa Code Section 362.3.

PASSED, ADOPTED, and APPROVED this 23<sup>rd</sup> day of June, 2026.

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Brian Cruise, Mayor

Attest:

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Shelley Annis, City Clerk/Treasurer

RESOLUTION 2026-06-04

RESOLUTION FINDING A VACANCY IN THE OFFICE OF AT LARGE COUNCIL MEMBER AND CALLING FOR A SPECIAL ELECTION AT THE EARLIEST PRACTICABLE DATE AND DIRECTING THE CITY CLERK TO NOTIFY THE COUNTY COMMISSIONER OF ELECTIONS OF THE COUNCIL DECISION TO CALL FOR A SPECIAL ELECTION PURSUANT TO IOWA CODE

WHEREAS, on June 10, 2026, an At-Large Council Member filed a resignation with the Mayor thereby creating a vacancy pursuant to Iowa Code section 69.2(l)(d); and,

WHEREAS, Iowa Code section 372.13(2) provides that in the event of a vacancy in elective office during the term of the office, the Council can call a special election to fill the office for the remaining balance of the unexpired term; and

WHEREAS, the City Council hereby determines to call for a Special Election to fill the office for the remaining balance of the unexpired term.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Atkins, Iowa:

1. A vacancy is declared for the office of Atkins At Large City Council Member effective June 10, 2026.

2. The Council chooses to hold a special election to fill the office pursuant to Iowa Code section 372.13(2)(b)(l).

3. The Council further finds that the person elected under section 69.12(2) shall be deemed to fill the remainder of the unexpired term and shall assume office immediately following the certification of the election.

4. The City Clerk is authorized to immediately provide a copy of this Resolution to the County Commissioner of Elections pursuant to Iowa Code section 376.1(2) of the Council's decision to call a special election and City Staff is further authorized to take any action reasonably necessary to place this vacant office for special election.

PASSED and APPROVED this 23<sup>rd</sup> day of June, 2026.

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Brian Cruise, Mayor

Attest:

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Shelley Annis, City Clerk

CITY OF ATKINS, IOWA  
OFFICIAL NOTICE  
NOTICE OF INTENT TO FILL A VACANCY IN THE OFFICE OF CITY  
COUNCIL MEMBER BY APPOINTMENT

Pursuant to Resolution 2026-06-04, notice is hereby given that the City Council intends to fill the vacancy in the Office of City Council Member by appointment as provided by law. The appointment is for the remaining balance of the unexpired portion of the term, until the next City regular election. The appointment will be made following the publication of this notice.

The electors of the City have the right to file a petition requiring that the vacancy be filled by a special election. If within 14 days after publication of this notice or within 14 days after the appointment is made, there is filed with the City Clerk a petition with the required number of signatures which requests a special election to fill the vacancy, the appointment to fill the vacancy is temporary and the City Council will call a special election to fill the remaining balance of the unexpired term.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Shelley Annis, City Clerk

# Invoice

PS-INV107429



Viking Industrial Painting

PO Box 24162

Omaha, NE 68124

USA

City of Atkins, IA

480 3rd Ave

PO Box 171

Atkins, IA 52206

USA

[tdamon@cityofatkins.org](mailto:tdamon@cityofatkins.org)

40kg Leg Tank

480 3rd Ave PO

Box 171 Atkins,

IA 52206 USA

**Document Date**

June 16, 2026

**Salesperson**

Rob Jongquist

**Due Date**

July 17, 2026

**Payment Terms**

No.	Description	Quantity	Unit	Unit Price	Line Amount	
	2026 Billing	0.80		188,962.00	151,169.60	
					Subtotal	151,169.60
					Total Tax	0.00
					<b>Total \$</b>	<b>151,169.60</b>

**Thank you for your business!**

Amount Subject to Sales Tax 0.00

Amount Exempt from Sales Tax 151,169.60

Home Page

<https://viptanks.com/>

Phone No.

833-847-8265

Email

[accounting@viptanks.com](mailto:accounting@viptanks.com)

## CLASS "B" RETAIL ALCOHOL LICENSE RENEWAL

### Business Information

Name of Legal Entity: DOLGENCORP LLC

FEIN: XX-XXX2764

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 370301

### Premises Information

Premises DBA: DOLLAR GENERAL #23186

Premises Address: 402 STONEBROOK DR ATKINS IA 52206-6323

Premises Type: Convenience Store

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.  
9346

Does your premises conform to all local and state health, fire and building laws and regulations?  
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?  
No

Has the number of floors of the premises changed?  
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.  
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.  
No

Has the square footage of the premises changed?  
No

### License Information

Effective Date: 25-Jul-2026

Length of License Requested: 12MONTH

**RESOLUTION NO. 2026-06-05**  
**A RESOLUTION AUTHORIZING THE CITY CLERK  
 TO MAKE TRANSFERS BETWEEN FUNDS  
 CITY OF ATKINS, IOWA**

Be it resolved by the Council of the City of Atkins, Iowa the following transfers are hereby authorized as set out below:

FUND	FUND & NAME OF ACCT	BAL BEFORE TRANSFER	BAL AFTER TRANSFER	AMOUNT OF TRANSFER
<b>From:</b>				
001	General Fund	1,263,653.69	1,138,653.69	125,000.00
121	LOST Fund	942,065.24	817,065.24	125,000.00
			Total	250,000.00
<b>To:</b>				
600	Water Fund	26,752.71	276,752.71	250,000.00
			Total	250,000.00

**Reason for Transfers:**  
 To Transfer \$125,000.00 from the General Fund and the LOST Fund to the Water Fund for the Old Water Tower Repairs.

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PASSED AND APPROVED BY THE CITY COUNCIL THIS 23RD DAY OF JUNE 2026.

Approved:  
 \_\_\_\_\_  
 Brian Cruise, Mayor

ATTEST:  
 \_\_\_\_\_  
 Shelley Annis, City Clerk/Treasurer

**RESOLUTION NO 2026-06-06**

**RESOLUTION AUTHORIZING AND DIRECTING THE CITY CLERK TO WRITE-OFF CERTAIN COMBINED AND PAST DUE UTILITY ACCOUNTS AS UNCOLLECTABLE FOR THE CITY OF ATKINS, IOWA**

WHEREAS, the City Clerk has reviewed the list of combined utility accounts showing balances due, and delinquent as of June 1, 2026; and

WHEREAS, the City Clerk has informed the Atkins City Council that the following accounts show a delinquent balance:

<u>Account No.</u>	<u>Property Address</u>	<u>Amount</u>	<u>Owned/Rented</u>	<u>Reason</u>
1. 38.01	405 A Ave	\$141.30	Owned	Sold 12/28/20
2. 638	107 Cardinal Ave	\$444.10	Owned	Sold 07/06/22
3. 432.01	205 B Ave	\$98.00	Owned	Sold 02/25/20
4. 246.02	328 2 <sup>nd</sup> St	\$441.13	Rented	Sold 11/28/18
5. 238.02	212 2 <sup>nd</sup> St	\$139.32	Rented	Bal. after lien
6. 163.04	78 2 <sup>nd</sup> Ave	\$455.68	Rented	Sold 04/19/19
7. 129.02	112 Main Ave	\$173.14	Rented	Sold 03/01/23
8. 250	326 Parkridge	\$382.79	Rented	Sold 09/09/22
9. 251	312 Parkridge	\$295.30	Rented	Sold 08/31/22; and

WHEREAS, the City Clerk has found that all owned properties listed above have sold prior to the ability to file the delinquent unpaid balance as a special assessment lien with the Benton County Treasurer against the owner having left the unpaid balance; and

WHEREAS, the City was not collecting a utility deposit on rented properties with utility accounts held in the tenant's name and the owner of the above listed rented properties sold prior to the ability to file the delinquent unpaid balance as a special assessment lien; and

WHEREAS, the City Clerk found no records allowing the City to collect any of the above listed delinquent accounts by other means; and

WHEREAS, the City Clerk does believe it is in the best interest of the City to write off said delinquent combined utility accounts as bad debts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ATKINS, IOWA:

That the City Clerk of the City of Atkins, Iowa, is hereby authorized and directed to write off the official books and records of the City of Atkins, Iowa, the above listed combined utility accounts totaling \$2,570.76 as bad debts.

PASSED AND APPROVED THIS 23RD DAY OF JUNE 2026.

\_\_\_\_\_  
Brian Cruise, Mayor

ATTEST:

\_\_\_\_\_  
Shelley Annis, City Clerk/Treasurer

**RESOLUTION NO. LIB2026-06-04**

**A RESOLUTION SETTING THE BASE WAGES FOR EMPLOYEES OF THE  
ATKINS PUBLIC LIBRARY EFFECTIVE THE BEGINNING OF THE PAY PERIOD  
THAT INCLUDES JULY 1<sup>ST</sup>, 2026**

NOW, THEREFORE BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF THE ATKINS PUBLIC LIBRARY, ATKINS, IOWA, THAT:

The following persons and positions named shall be paid the base wages indicated and the City Clerk is authorized to issue warrants or checks less legally required or authorized deductions from the amounts set out below on bi-weekly basis and to make such contributions to the IPERS and Social Security or other purposes as required by law or authorized by Council, all subject to review and audit by Council.

- |                                       |                  |
|---------------------------------------|------------------|
| 1. Library Director Pamela Duball     | \$38.75 per hour |
| 2. Library Tech Melanie Cook          | \$19.72 per hour |
| 3. Library Assistant Addesyn Duball   | \$19.72 per hour |
| 4. Children's Librarian Allie Mitchem | \$19.72 per hour |

Now be it Therefore Resolved, the Atkins Library Board of Trustees hereby approved and adopted RESOLUTION NO. LIB 2026-06-04 this 4<sup>th</sup> day of June 2026.

Fiala AF  
Carney sc  
Scheer das  
Lapan RKL  
Lochner absent

  
\_\_\_\_\_  
JOHN FIALA BOARD PRESIDENT

City of Atkins, Iowa  
June 9, 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, Dave Fisher, Jeremy Rolando, and Bob Stolen were present. Trevor Dursky attended via phone. City Administrator Scott Flory and City Clerk Shelley Annis were also present.

Motion Rolando, 2<sup>nd</sup> Stolen to approve the agenda– all aye.

Jane Scheer, 3388 73<sup>rd</sup> St, Fairfax, Benton County, Iowa informed the Council of a Linn County Supervisors and Linn County Public Health Department meeting being held on June 24<sup>th</sup> at 6:00 p.m. at the Jean Oxley Public Service Center regarding the air quality permitting process for the proposed Morgan Valley Energy Center, the option for individuals to file comments with or to become an intervener before the Iowa Utilities Commission.

Motion Dursky, 2<sup>nd</sup> Stolen to approve the 3<sup>rd</sup> Reading of Ordinance 241 amending the Code of Ordinances of the City of Atkins, Iowa by adding a new sub-sections to Chapter 69 Parking Regulations. DeMeulenaere, Dursky, Fisher, Rolando, Stolen, – aye.

Motion Stolen, 2<sup>nd</sup> Dursky to approve Resolution 2026-06-01 authorizing the City Clerk to make transfers between funds. Dursky, Fisher, Rolando, Stolen, DeMeulenaere – aye.

Motion Dursky, 2<sup>nd</sup> Rolando to approve Resolution 2026-06-02 adopting and establishing a ‘Health Insurance Opt-Out and Alternative Benefit Policy’ for eligible full-time city employees. Fisher, Rolando, Stolen, DeMeulenaere, Dursky – aye.

City Administrator Flory and Mayor Cruise gave their reports.

Council member Dursky left the meeting at 6:27 p.m.

Motion Dursky, 2<sup>nd</sup> Stolen to approve the following consent agenda items: May 26, 2026 regular City Council meeting minutes, claims for payment, the May 2026 Financial Reports, a Special Events Application and Temporary Outdoor Service Area extension on the Class C Liquor License for the Tap Haus, 76 Main St for street dances on 6/20, 7/11 & 8/22, a Special Events Application for Bobby T’s, 96 Main Ave for street dances on 6/20, 7/11 & 8/22, Mayor’s appointment of Vonna Hayes to the Board of Adjustment with term ending 06/30/32, and a street crack sealing proposal from Kluesner Construction, Farley, IA for \$40,734.72 – all aye.

Motion Stolen, 2<sup>nd</sup> DeMeulenaere to enter into closed session at 6:45 p.m. per Iowa Code Section 21.5(1)(i), “to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.” Rolando, Stolen, DeMeulenaere, Fisher – aye.

Motion Fisher, 2<sup>nd</sup> Stolen to return to regular session at 7:30 p.m. Stolen, DeMeulenaere, Fisher, Rolando – aye.

Motion Stolen, 2<sup>nd</sup> DeMeulenaere to adjourn the meeting at 7:31 p.m. – all aye.



CLAIMS REPORT  
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
001	GENERAL	27,371.12
110	ROAD USE TAX	2,425.24
112	EMPLOYEE BENEFITS	6,518.08
310	FIRE STATION(inc1 FEMA)	29,884.50
600	WATER	197,404.45
610	SEWER	3,248.69
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	TOTAL FUNDS	266,852.08