

April 21, 2014

Atkins, Iowa

Council met in regular session. Members present were: Kevin Korsmo, Diane Herman, Tim Harbach, and Dave Duball. Absent: Connie Drahos. Mayor Becker called the meeting to order at 7:30pm. Also present: Jim Kidwell, Bob Wenger, Derrick Samson, Lindsay Beaman from Snyder & Associates and Todd Damon, City Public Works Department.

Korsmo made a motion, second by Harbach, to approve the Consent Agenda, which consisted of the minutes from April 7th and list of bills for approval. Ayes: Herman, Duball, Harbach, and Korsmo. Nay: None. Absent: Drahos. Motion carried

Bills approved:

Allen, Vernon & Hoskins	City Attorney	\$24.79
Chase Card	Water Bill Mailing (Mar & Apr)	414.12
“ “	Office Supplies	372.64
“ “	Fire Dept Batteries	199.96
“ “	Sewer Training	125.00
D. J. C-Stores	Fuel- Road	182.02
Payroll	Wages	6,404.33
Todd Damon	Mileage (118 mi) for training	66.08
Emergency Med. Prod..	Fire Dept Medical Supplies	177.44
Furler Utility Services	Wastewater testing	360.00
Global Filter	Water Filter	153.00
Hawkeye Fire & Safety	Fire Dept Extinguisher Recharge	163.50
Hawkins	Water Treatment Supplies	1,982.20
IRS	Federal Tax Deposit	5,099.45
IPERS	Deposit	3,065.55
Infrastructure Tech. Sol.	Domain Registration – cityofatkins.org	18.95
Iowa League of Cities	City Clerk Handbook	20.00
Havlik Engineering	Sewer Pump Battery	147.30
Keystone Lab	Water & Wastewater testing	454.58
L.B. Anderson Agency	Insurance Premiums	44,784.00
Magnum Electronics, Inc.	Fire Dept Equipment	192.83
MPC Newspapers	Publications	156.77
MidAmerican Energy	Natural Gas Service	1,273.34
P&K Midwest	Mower	19,000.00
Roto-Rooter	Sewer Main Cleaning	770.00
Sandry Fire Supply, LLC	Fire Dept Operating Supplies	207.00
Snyder & Associates	Wastewater Facility Plan	4,200.00
Treasurer, State of Iowa	Iowa Withholding	2,545.00
Treasurer, State of Iowa	Sales Tax	2,431.00
True North	Health & Disability Insurance	2,329.32
U S Cellular	Cell Phones	153.18
“ “	Fire Dept Cell Phone	10.00
Waste Management	Recycling pickup	3,553.06
Wellmark BC/BS	Flex Pay	240.00

Library bills:

Payroll	Wages	\$1,178.15
Cathy Becker	Mileage (44 mi) for training	24.64
Chase Card	Books	425.70
“ “	A/V	177.19
“ “	Office Supplies & Postage	68.77
DP Properties LLC	Janitorial	120.00

Heather David	Library Sub	29.00
MidAmerican Energy	Natural Gas Service	268.62
True North	Health & Disability Insurance	699.72
Wellmark BC/BS	Flex Pay	29.10

Samson and Wenger were present to request permission to install an 18” culvert in the ditch in between their driveways at 409 & 411 C Avenue. The ditch would have a swale to allow the water to run off the roadway. The new culvert would be covered with river rock and would allow the storm-water to enter from the roadway. Korsmo made a motion to allow the installation of the culvert. Samson and Wenger will consult Public Works Director Jennings on the final design. Any maintenance on the culvert will be the responsibility of the homeowner. This includes repairs to the culvert should it be necessary to work on utilities located in the ditch, under the culvert. It is also with the understanding this is approved on a case-by-case basis. Anyone else interested in doing a similar project must get approval from the council before the work is started. Harbach seconded the motion. Ayes: Herman, Korsmo, Harbach and Duball. Nays: none. Absent: Drahos. Motion carried.

Beaman explained the Matching Assets to Community Health Grant. This is a grant through the Wellmark Foundation that may be a source of funding to help pay for the sidewalk from the Medical Clinic to Library/City Hall. The Grant pays 50% of the cost of the project, up to \$75,000. Engineers had previously estimated the project at \$187,000. The city can file a Letter of Intent for the grant and they will let us know if the city would qualify before proceeding with a grant application. Harbach made a motion to proceed with the Letter of Intent for the grant. Herman seconded the motion. Ayes: Herman, Duball, Harbach and Korsmo. Nays: none. Absent: Drahos. Motion carried.

Herman made a motion to approve Resolution #583, a resolution to increase the hourly wages for Damon 24 cents per hour in recognition of his passing his Wastewater II certification. Korsmo seconded the motion. Ayes: Herman, Duball, Harbach and Korsmo. Nays: none. Absent: Drahos. Resolution was approved.

Duball made a motion to approve Resolution #584, a resolution to install Yield signs at the corner of Ridgeview Drive and Pleasant Hill Drive and at the corner of 33rd Avenue and Parkridge Road. Harbach seconded the motion. Aye: Duball, Harbach, Herman and Korsmo. Nay: none. Absent: Drahos. Resolution was approved.

On motion by Herman, second by Korsmo, council voted to accept the low bid from Metering and Technology Solutions to supply Badger meters for the water meter replacement program. Aye: Duball, Harbach, Herman and Korsmo. Nay: none. Absent: Drahos. Motion carried. The Clerk will look into funding for the project and contact Metering and Technology Solutions to determine when they could start. This will replace our current water meters with a new meter that contains a radio transmitter. This will allow the meters to be read by a hand held data collector, cutting reading time from 24 – 28 per month down to 1 –2 hours per month. This will also allow meters to be read regardless of weather conditions.

Council discussed summer help for the public works department. Duball expressed interest in applying for the position. He has previously served as an intern while working toward his Water Treatment Operator certification. The Clerk reported that according to the City Attorney, he would have to resign from his City Council position if he were selected for the Public Works position. Duball said he would be willing to do that if he got the job. The Attorney also said this job would not have to be posted since it is only a temporary position.

Council reviewed the job description for the Deputy Clerk position. Harbach made a motion to post the job opening for a minimum of 5 hours per week, a maximum of 40 hours per month at a rate of \$15 per hour. The position could be up to 40 hours per week when necessary. Korsmo seconded the motion. Aye: Herman, Duball, Harbach and Korsmo. Nay: None. Absent: Drahos. Motion carried.

The Clerk reported the rumble strips on Parkridge Road west of Cardinal Avenue should be removed within the next two weeks. He also presented information showing the status of the Sewer Debt Fund. At the end of June, the fund will have a balance large enough to cover the amount of the outstanding bonds. This will allow the City to discontinue charging that fee on the water bills. The Clerk cautioned that while the Sewer Debt Fee can go away, there could be other charges added to the water bill to help pay for the water meter replacement program and sewer treatment plant improvements.

Benton County will install a Speed Zone Ahead on 71st Street east of Deer Ridge Road to help control speed in that area. The Sheriff's office will be notified to increase enforcement of the speed limit in the area as well.

Council authorized the sale of two used lawn mowers. A Simplicity riding mower Model 7116 with a 42" deck and a Scag riding mower, purchased new in 2000, with 1,693 hours and 72" mower deck. Council will accepting sealed bids through May 16th. Bids will be opened at the Council meeting on May 19, 2014. Interested parties can contact City Hall for more information.

Herman reported the Legion is looking into the installation of an elevator to make the Memorial Hall handicap assessable.

Harbach stated the Atkins Improvement Mission (AIM) could be used as the fund raising body for a Capital Campaign to help finance a splash pad for the city if the city decides to pursue this.

On motion by Harbach, second by Duball voted to adjourn. Ayes: Herman, Duball, Harbach and Korsmo. Nays: None. Absent: Drahos. Motion carried. The next regular council meeting will be on Monday, May 5, 2014 at City Hall, 480 3rd Avenue, starting at 7:30 PM.

David Becker, Mayor

ATTEST: _____
Richard Lange, Clerk

The City of Atkins (population 1,670) seeks a Deputy City Clerk. Salary/DOQ. Applicants should have strengths in fiscal management, budget support, public relations, and utility billing. Good communications skills required. Must demonstrate a willingness to be involved in the community. High School graduate or equivalent required. Prefer Post-Secondary Degree in Business, Public Administration or closely related field, or an equivalent of experience, education and training that would provide the level of knowledge and ability necessary for the position. Candidates must apply by May 9, 2014. Send resume and references to City of Atkins, ATTN: City Clerk, 480 3rd Ave., P. O. Box 171, Atkins, IA 52206 Phone: 319-446-7870, FAX 319-446-6003, email: ciatkins@netins.net. EOE