

City of Atkins City Council Meeting
Regular Session Minutes
Tuesday, June 11, 2024, at 6:30 p.m.
City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206

Mayor Bruce Visser called the meeting to order at 6:31pm.

Present were Council members EJ Bell, Trevor Dursky, David Fisher, Jim Koehn, Samantha Petersen, and Mayor Bruce Visser. Also present were Interim City Administrator Sandi Fowler, Deputy Clerk Amy Breese, and various members of the public.

Petersen moved to approve the agenda. Dursky seconded the motion. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen. Nays: None. Motion carried.

Petersen moved to approve the consent agenda. Dursky seconded. Consent agenda items included were Council Minutes for May 21, 2024 (Special Session), List of Bills for Approval, and Resolution 2024-06-01 authorizing payment of contractor's pay request 4 in the amount of \$52,934.31 to Ralston Eco Homes LLC of Shellsburg, Iowa per IEDA CONTRACT 20-DRH-013. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried.

List of Bills:

VENDOR	REFERENCE	AMOUNT
USPS - POSTMASTER	POSTAGE FOR MAY24 BILLS	323.83
**PAYROLL EMPLOYEE		
CHECKS**	PAYROLL 5/19/24-6/1/24	9138.66
RALSTON ECO HOMES, LLC.	CDBG-DR GRANT EXP REIMB	52,934.31
STONE RIDGE DEVELOPING	TIF REBATE 11/2016-3/2023	39,070.01
EFTPS	FED/FICA TAX	2,931.38
AMY BREESE	HSA 6/7/24	50
TODD DAMON	HSA 6/7/24	111.53
MIKE RAMMELSBURG	HSA 6/7/24	73.07
JARROD TOMILNSON	HSA 6/7/24	200
ALLIANT ENERGY	UTILITY EXP	11020.54
ATKINS LUMBER CO. INC.	SUPPLIES	284.05
ATKINS TELEPHONE CO..INC.	TELEPHONE	596.93
BADGER METER	ORION CELLULAR	91.37
BAKER & TAYLOR	BOOKS	147.95
CATERPILLAR FINANCIAL SER	LEASE FOR EXCAVATOR	3079.76
D P PROPERTIES	CLEANING LIBRARY-MAY 24	928
DEMCO	BOOKSHELF DIVIDERS	712.19
DUBALL, PAMELA	MILEAGE - MAY 2024	30.15
ECICOG	CDBG-DR GRANT	1,687.50

EMC INSURANCE COMPANIES	ADDTNL PREMIUM	121
ESG PROFESSIONAL ACCOUNTA	MAY SERVICES	4,360.50
FELD EQUIPMENT COMPANY INC	FD SUPPLIES	3,192.70
FOWLER PUBLIC SECTOR CONS	CONSULTING 042924-060924	24,687.50
G & H ELECTRIC	SERVICE	3,020.00
GAZETTE COMMUNICATIONS, Inc.	MINUTES 5/14	369.27
ION ENVIRONMENTAL SOLUTIO	LABS	1465
IOPONICS	ANIMAL PRESENTATION	138.75
IOWA ONE CALL	LOCATES	46.9
IRON MOUNTAIN INCORPORATED	4/24/24-5/28/24	121.38
JARROD TOMILNSON	MAY 24 MILEAGE	40
LYNCH DALLAS, P.C.	LEGAL SERVICES MAY 2024	1,716.00
M & D MINI STORAGE	Derecho - costs	70
MENARD'S	SUPPLIES	36.77
MIDAMERICAN ENERGY	UTILITY EXP	156.27
POWESHIEK WATER		
ASSOICATION	UTILITY EXP	105
QUILL	SUPPLIES	35.07
SNYDER & ASSOCIATES	ENGINEERING	2,459.70
STATE INDUSTRIAL PRODUCTS	WWTP SUPPLIES	789.89
TRIONFO SOLUTIONS, LLC	LIFE INS - JUNE 2024	90.33
TRUGREEN	LAWN MOWING	2,805.00
U S CELLULAR	CELL PHONES	247.65
VAN METER INC.	SUPPLIES	25.12
WASTE MANAGEMENT	GARBAGE COLLECTION	17,345.63
XCESSORIES SQUARED	SIGN PARTS	91
JARROD TOMILNSON	MILEAGE - MAY 2024	150.08
Accounts Payable Total		177,919.08
Invoices: Paid		95,694.13
Invoices: Scheduled		82,224.95
Payroll Checks		9,138.66
***** REPORT TOTAL *****		<u>187,057.74</u>
NO FUND ASSIGNED		
GENERAL		120,546.78
ROAD USE TAX		5,630.07
TAX INCREMENT FINANCING		39,070.01
FEMA		70
CDGG-DR HOUSING GRANT		1,687.50
WATER		10,777.88
SEWER		9,275.50
TOTAL FUNDS		<u>187,057.74</u>

Fisher moved to approve Resolution 2024-06-02 approving Library employees wage increases. Petersen seconded. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried.

Dursky moved to approve Resolution 2024-06-03 approving a vehicle purchase for the Fire Department from Karl Chevrolet for the total amount of \$44,897. Fisher seconded. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried.

Petersen moved to approve Resolution 2024-06-04 approving the purchase of three replacement water hydrants from DSG-Cedar Rapids for the total amount of \$16,581. Bell seconded. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried.

Fisher moved to approve Resolution 2024-06-05 approving the purchase of installation of three water hydrants from Ken-Way Trucking for the total amount of \$15,182. Bell seconded. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried.

Dursky moved to approve a Resolution to approve Contract Amendment #01 with Solum Lang Architects, LLC in the amount of \$39,700 for revisions to the final design and construction documents for the Atkins Fire Station. Original contract amount of \$206,600 for a total contract amount of \$246,300. Petersen seconded. Ayes: Dursky and Petersen, Nays: Bell, Fisher, and Koehn. Motion failed.

Mayor Visser reported that a City focus has been working with auditors the past two weeks to complete the FY23 regular audit. Interim City Administrator Sandi Fowler reported that the City has needed to contract for emergency tree removals due to weather-related conditions and that the City is compiling the remaining trees that are in need of removal, primarily due to damage from the Emerald Ash Borer infestation. Those removals will need to be part of a large competitive bid. Fowler also reported on the TruGreen contract, stating that treating the Ash Borer in some park trees is part of that contract, as well as large-scale chemical treatment for weeds. Those services require large, specialized equipment, as well as specific certification and training for the administration of hazardous chemicals, resulting in the need of a contractor rather than using City staff for the work. Fowler also reported that ESG Accounting is finalizing the May financials with the intent to provide financials to the City Council at the June 25th Council meeting. In City Council member reports, Council member Dursky asked that a City Clerk search be priority.

No comments were received from the public, either in-person or in writing.

Council member Bell moved to go into closed session. Dursky seconded. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried.

Council entered closed session at 7:12 pm pursuant to 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.

Mayor Visser declared the Council return to regular session at 8:38pm from closed session. Members present were Bell, Dursky, Fisher, Koehn, and Petersen. Also present were Sandi Fowler, Interim City Administrator. No public was present.

Mayor Visser noted that the next regular council meeting will be held June 25, 2024, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

Council member Fisher moved to adjourn the meeting, seconded by Bell. Motion carried. Ayes: Bell, Dursky, Fisher, Koehn, and Petersen, Nays: None. Motion carried. Meeting adjourned at 8:40pm.

Amy Breese, Deputy Clerk

Bruce Visser, Mayor