

CITY OF ATLANTIC COUNCIL MEETING
5:30 pm, June 18, 2025

Atlantic City Council met in regular session in the Council Chambers at City Hall with Mayor Grace Garrett presiding. Council members present were Emily Kennedy (Ward 1), Jim Behrens (Ward 2), Mike McDermott (Ward 3), Shawn Sarsfield (Ward 4), Dana Halder (Ward 5), Gerald Brink (At-Large), and Elaine Otte (At-Large). Absent: None. Also present: City Administrator John Lund, City Engineer Dave Sturm.

Motion by Sarsfield; second by Brink to approve agenda as amended. All ayes: motion passed.

Council recited the Pledge of Allegiance.

Motion by McDermott; second by Halder to approve consent agenda:

- Minutes of the June 4, 2025, City Council Meeting.
- Special Class C Retail Alcohol License – Heritage House.
- Special Class C Retail Alcohol License with Outdoor Services and Living Quarters – Downtowner Café & Catering.
- Fireworks Permit – Iowa Fireworks Company LLC – Urbandale.
- Tobacco Device Retailer Permit Renewal – Atlantic Liquor.
- Bills: \$391,768.68.

All ayes: motion passed.

Public Forum.

Stephen Maxwell of 501 W 10th informed the Council that he is unhappy about Code Enforcement's assessment and action on his property due to excessively tall and unkempt grass. He agreed the grass was very long and is willing to pay what is reasonable but feels these are unreasonable charges.

The public hearing on amending the FY 2025 budget was opened at 5:38 pm. There were no speakers and no comments were received. Behrens moved to close the hearing at 5:38 pm; Halder seconded. All ayes: motion passed.

Motion by McDermott; second by Sarsfield to approve Resolution #47-25 "Amending the FY 2025 Budget." Lund explained that amendments are routine actions to ensure the City does not exceed budgeted expenditures for each fund. The FY25 amendment affects four funds: Public Safety, Health & Social Services, Culture & Recreation, and General Government. Motion passed unanimously by roll call vote.

Motion by McDermott; second by Halder to approve Resolution #48-25 "Declaring Surplus and Authorizing Transfer." This approves using surplus sewer utility funds to balance the City's budget. Lund explained that EMS vendor costs increased dramatically this year, leaving an unanticipated shortfall until the EMS Levy begins. To address this issue longer term, the City has now purchased its own ambulance. Motion passed unanimously by roll call vote.

Motion by Brink; second by Halder to approve Resolution #49-25 "Approving the Transfer of Funds for Fiscal Year 2024-2025." Motion passed unanimously by roll call vote.

Motion by Otte; second by Sarsfield to approve Second Reading of Ordinance No. 1056 "Amending the Code of Ordinances of the City of Atlantic, Iowa by Amending Chapter 6 Entitled 'City Election.'" Motion passed unanimously by roll call vote.

Motion by Halder; second by Kennedy to approve Second Reading of Ordinance No. 1057 "Amending the Code of Ordinances of the City of Atlantic, Iowa, by Amending Speed Regulations, Section 63.04(2) of the City Code." Motion passed unanimously by roll call vote.

Motion by McDermott; second by Sarsfield to approve Second Reading of Ordinance No. 1058 "Amending the Code of Ordinances of the City of Atlantic, Iowa, by Amending Speed Regulations, Section 63.04(2) of the City Code." Motion passed unanimously by roll call vote.

Motion by Behrens; second by Halder to approve Second Reading of Ordinance No. 1059 "Amending the Code of Ordinances of the City of Atlantic, Iowa, by Amending Speed Regulations, Section 63.04(3) of the City Code." Motion passed unanimously by roll call vote.

The public hearing on plans, specifications, & form of contract for the 2025 Concrete Street Improvements opened at 5:54 pm. There were no speakers and no comments were received. Brink moved to close the hearing at 5:54 pm; Sarsfield seconded. All ayes: motion passed.

Motion by Behrens; second by McDermott to approve Resolution #50-25 "Approving Plans, Specifications and Form of Contract for the 2025 Concrete Street Improvements." Motion passed unanimously by roll call vote.

Review Construction Bids – Bid Tabulation for the 2025 Concrete Street Improvements.

This project includes Chestnut, Commerce, and State Street plus one block each of Hickory and Laurel. One of the project specifications was to use split-form paving not hand-poured. DPS, LLC of Council Bluffs, submitted the lowest bid but they planned to use a laser screen. When Snyder & Associates addressed this issue, DPS asked to withdraw their bid. After consultation with the City Attorney, Snyder requests the Council award the project to the next highest bidder, Bluffs Paving & Utility of Crescent, Iowa. Sturm said they have worked with Bluffs on other projects, and they are very good.

McDermott asked how businesses will know when this is happening. Snyder said he has communicated with them. Contractors will ensure that everyone has access throughout the process, though some have offered to go without access for a few days if needed. Once completed, the concrete will be fully cured and drivable within 3-7 days depending on temperatures.

Motion by Brink; second by Kennedy to approve Resolution #51-25 "Making Award of Contract for the 2025 Concrete Street Improvements." Motion passed unanimously by roll call vote.

Transmission of Written Report and Recommendations to the City Council from the Planning & Zoning Commission Regarding the Vacating a Phantom Right-of-Way Located Between 401 Laurel, 405 Laurel, and 411 Laurel. This piece of land is unused and unusable by the City. Brink suggested the City should not give property away for free. Halder said that when he took over adjoining land from the City, he paid the associated fees. Lund said there would be costs for the land survey and courthouse costs.

Motion by Brink; second by McDermott to direct the City Administrator to speak to the petitioner about whether he wishes to proceed with his request for the vacation of the Phantom Right-of-Way Located Between 401 Laurel, 405 Laurel, and 411 Laurel under the conditions that he will assume all incurred costs. If he does, the Administrator is further directed to bring a resolution to the Council's next meeting. All ayes: motion passed.

Motion by McDermott; second by Sarsfield to approve Order to Approve Change Order #1 for the Downtown Street Project for \$73,992.20. Sturm explained that the Public Works Director requested this change for curb and gutter and storm sewer improvements near the Chamber of Commerce. It adds cost and 15 days to the project. All ayes: motion passed.

Administrator's Report.

Lund reported that he is finishing major end-of-fiscal-year projects including transfers, budget amendment, AMU reconciliation, and reporting zoning map parcel changes to the County Assessors. He will also be completing the Estherville salary and benefits survey for cities with 5000-10,000 residents.

He noted that today was the groundbreaking for the Camblin Hills, the largest housing project in Atlantic since 1978. Christina Bateman gave a heartfelt tribute to Don Sonntag and Bob Camblin. Debi Durham, Executive Director of the Iowa Economic Development Authority, also spoke.

Mayor's Report.

The ISU mural is in progress; children from the YMCA added their handprints. She is seeking funding for the Bull Creek remediation project.

Engineer's Report.

Atlantic will be busy with construction in the coming months with three significant streets projects occurring. 22nd Street will be closed for months. For that reason, he recommends the speed changes on 22nd waiting until construction is done.

City Council Reports.

- Kennedy: There will be a mural ribbon cutting on July 2 at 12:30 pm. AMU: working on moving lines underground.
- Behrens: Firefighters held a productive training evacuating 20 people from the upper floors of Heritage House. He also reminds people not to blow grass into the street because it plugs up the sewer system.
- McDermott: Library: An air conditioner leak caused ceiling damage. Summer programs are oversubscribed.
- Sarsfield: Public Safety. Chamber of Commerce. City staff are doing an excellent job with sidewalk repair. Residents are very happy. Airport Commission.
- Otte: P&Z. CADCO: Steve Tjepkes mentioned how fortunate Atlantic is with our access to water, especially seeing the struggles of many neighboring communities. Trails meeting connected with Comprehensive Plan.

The next City Council meeting will be held on Wednesday, July 2, 2025, at 5:30 pm.

Motion by Sarsfield; second by Behrens to adjourn at 6:31 pm. All ayes. Motion passed.

ATTEST:


Laura McLean, City Clerk


Grace N. Garrett, Mayor

CITY OF ATLANTIC	CLAIMS 6/5-6/18/25	
VENDOR	DESCRIPTION	AMOUNT
3 MEWHIRTERS TILING INC	DEMO	\$ 1,342.00
ACCESS SYSTEMS MN	603-0275900-000 ANIMAL SHEL	\$ 220.47
ACCESS SYSTEMS DALLAS	COPIER	\$ 184.72
AFLAC	AFLAC-AFTER TAX	\$ 208.17
AKIN BUILDING CENTER	CAULK SUPPLIES	\$ 201.41
ALLIANT ENERGY		\$ 133.67
AMAZON CAPITAL SERVICES	ROLLING TOOL CHEST	\$ 755.51
ARNOLD MOTOR SUPPLY	12V COMM SERVICE	\$ 2,140.31
ATLANTIC MOTOR SUPPLY	OIL & FILTERS	\$ 117.42
ATLANTIC MUNICIPAL UTIL	ELECTRIC FIRE DEPT	\$ 1,295.84
ATLANTIC NEWS TELEGRAPH	MAY PUBLICATIONS	\$ 1,490.86
AXON ENTERPRISES	BODY CAM MOUNTS	\$ 204.00
BOES REPAIR	TRUCK SERVICE	\$ 2,269.16
BOUND TREE MEDICAL	MISC SUPPLIES	\$ 307.13
BRENDEN CASEY	UNIFORM REIMB	\$ 112.41
CAMPSPOT	CAMPSPOT FEES	\$ 380.40
CAPPEL'S ACE HARDWARE	MISC ALL DEPARTMENTS	\$ 1,856.29
CASS CO PUBLIC SAFETY	COMM CENTER	\$ 11,939.64
CASS COUNTY ANIMAL CLINIC	ANIMAL SERVICES	\$ 930.66
CASS COUNTY FIRE ASSN	F500 FOAM	\$ 860.00
CASS COUNTY LANDFILL	28E QUARTERLY PAYMENT	\$ 20,386.00
CASS COUNTY PEST CONTROL	CATV PEST CONTROL	\$ 35.00
CASS HEALTH	MEDICAL SERVICES	\$ 596.00
CENTRAL WESTERN FABRICATO	PLAQUE STAND	\$ 125.00
CENTURY LINK	WTP PHONE AND INTERNET	\$ 84.00
CHRIS VAN CLEAVE	PANTS	\$ 164.76
COLLECTION SERVICES CENT	GARNISHMENT	\$ 207.00
COMPUTER RESOURCE SPECIAL	CONSULTANT CONSULTATION	\$ 112.50
COOK SANITATION	MULTIPLE DEPTS	\$ 605.01
CORNHUSKER INTERNATIONAL	SENSOR	\$ 26.91
CTS	STUMP GRINDING	\$ 7,800.00
D.A. DAVIDSON & CO.	FILING ANNUAL DISCLOSURE INF	\$ 1,000.00
DANKO EMERGENCY EQUIPMEN	NOZZEL FOR 271 RURAL TRUCK	\$ 703.87
DIAMOND VOGEL PAINT	WHITE/YELLOW PAINT	\$ 2,575.00
DOUG SANDBOTHE	HOTEL STAY	\$ 105.10
ECHCO CONCRETE LLC	DOWNTOWN SIDEWALKS	\$ 3,144.50
ED'S LAWN EQUIPMENT	MISC. STARTER PARTS	\$ 488.00
EFTPS	FED/FICA TAX	\$ 22,456.28
FASTENAL COMPANY	NEMISIS EYEWEAR	\$ 55.58
FIRST WIRELESS	EQPT INSTALL AMBULANCE	\$ 770.00
FUSEBOX MARKETING	JUNE WEBSITE INVOICE	\$ 270.00
GALLS, LLC	UNIFORM	\$ 1,686.71
GENERAL TRAFFIC CONTROLS	NOTRAFFIC DETECTION	\$ 25,974.00
GRACE GARRETT	RURAL IOWA SUMMIT	\$ 277.20
GRONEWOLD, BELL, KYHNN &	FY24 AUDIT PROGRESS BILLING	\$ 12,500.00
HENDERSON PRODUCTS INC	BOX & PLOW FOR NEW F600	\$ 69,769.00
HENNINGSSEN CONST.	ASPHALT TACK	\$ 1,350.00

HEPLER SANITATION, INC	WWTP TRASH SERVICE	\$	250.00
HY VEE		\$	183.29
IMWCA	WORKERS COMP INSURANCE PR	\$	10,047.00
JJ DESIGN LLC	SIGNS FOR SPASH PAD	\$	100.00
JON HART	TEE SHIRTS	\$	42.78
KIRK KNUDSEN	PANTS	\$	34.18
LAURA MCLEAN	CLERK SCHOOL IN AMES	\$	251.52
LLOYD & MEREDITH	12V PUMP	\$	181.50
MARK MARTINS	CAMP SITE RE	\$	575.00
MEDIACOM	POLICE W LOYALTY DISCOUNT	\$	179.95
MELISSA JOHNSON	CH/APD/APL	\$	900.00
MIDWEST LABORATORIES, INC	LAB & SOIL TESTING	\$	785.36
MIDWEST MEDICAL	MAY 2025 SUBSIDY FEE	\$	52,087.48
NISHNA VALLEY CYCLE	FUSION BLADE	\$	323.26
NISHNANET	BUSINESS INTERNET	\$	199.98
ODP BUSINESS SOLUTIONS		\$	34.24
OLSEN'S OUTDOOR POWER	BLADE-74 X STYLE	\$	284.98
PERRY'S WINDOW SERVICE	CITY HALL WINDOW CLEANING	\$	250.00
QUADIENT LEASING USA INC	QUARTERLY POSTAGE LEASE	\$	354.81
QUILL CORPORATION	COPIER PAPER	\$	199.95
SIMONTON PLBG, HTG, & AIR	FIX A/C	\$	124.19
SOUTHWEST IOWA PLANNING	ZONING ORD. SERVICES	\$	5,000.00
TOM CAPPEL	HOTEL STAY	\$	105.10
TROJAN TECHNOLOGIES	SWITCH	\$	395.53
ULINE	NEW SHED EQUIPMENT	\$	2,733.42
UMB BANK	PROCESSING FEES	\$	300.00
UNITYPOINT CLINIC-OCCUPAN	PARKS/POLICE	\$	126.00
VANTAGEPOINT TRANSFER	ICMA	\$	552.11
VANWALL EQUIPMENT	CONCRETE SAW & TREE EQPT	\$	2,728.69
WATEROUS COMPANY	FLOWMETER FOAM	\$	1,100.54
XTREME AUTO	OIL CHANGE/TIRE ROTATION	\$	261.04
ZIEGLER INC.	GENERATORS	\$	111,458.53
	CLAIMS TOTAL	\$	392,367.92

FUND SUMMARY

GENERAL	\$	129,868.50
ROAD USE TAX	\$	40,716.44
EMPLOYEE BENEFITS	\$	11,319.76
DEBT SERVICE	\$	300.00
SEWER	\$	13,745.24