

**CITY OF ATLANTIC COUNCIL MEETING**  
**September 16, 2024**  
**Atlantic City Hall - City Council Chambers – 4:45 PM**

**AGENDA**

- 1. Roll Call.**
- 2. Approve Agenda.**
- 3. Pledge of Allegiance.**
- 4. Adopt Consent Agenda Items.**
  - a. Minutes of the September 4, 2024, City Council Meeting.
  - b. 5-Day Class C Retail Alcohol License with Outdoor Service:
    - i. Wine Time, LLC – September 19, 2024.
    - ii. Wine Time, LLC – October 10, 2024.
  - c. Class C Retail Alcohol License – Desperados Investments.
  - d. Whitney Development Upper Story Housing #4 - \$86,118.00
  - e. Bills: \$240,316.01.
- 5. Public Forum.**
- 6. Order to Close Indian Trail Drive on September 29, 2024, from 4:00 P.M. to 9:00 P.M for Church Worship Night.**
- 7. Presentation for SHIFT ATL on 201 West 14<sup>th</sup> Street Reimbursement to the City’s Housing Development Fund.**
- 8. Resolution #50-24 “Appointing Laura McLean as the Atlantic City Clerk and Setting Compensation for FY 2025.”**
- 9. Third and Final Reading of Ordinance No. 1045 “Vacating the 66’ Wide Street Right-of-Way of West Fourth Street in the City of Atlantic, Iowa Described as Follows: Beginning at the West Right-of-Way Line of Laurel Street Extended, Thence West to the East Property Line of the Iowa Interstate Railroad. Said Parcel Containing Approximately 0.7 Acres. Said Described Real Estate is Subject to a Stormwater Sewer Easement Reserved unto and Held by the City of Atlantic, Iowa.”**
- 10. Order to Reappoint Shawn Shouse to the Board of Adjustment.**
- 11. Order to Reappoint Melissa Ihnen to the Board of Adjustment.**
- 12. Order to Approve Administrative Invoices 1 & 2 for the Atlantic AMU Water CDBG Project.**
- 13. Review and Recommendation on the Parks Commission Request for the Addition of Trees to the “Do Not Plant” List.**
- 14. Administrator’s Report.**
  - a. Personnel & Finance Committee Meeting. – Wednesday, September 25, 2:00.
  - b. City Council Workshop – Wednesday September 25, 2024, at 5:00.
- 15. Mayor’s Report.**
- 16. City Council Reports.**
- 17. Swearing in of Atlantic City Clerk Laura McLean.**
- 18. Adjournment.**

**CITY OF ATLANTIC COUNCIL MEETING**  
**September 16, 2024**  
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**AGENDA NOTES**

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  - d. Whitney Development Upper Story Housing #4 - \$86,118.00
  - e. Bills: \$240,316.01
- 5. Public Forum.**
- 6. Order to Close Indian Trail Drive on September 29, 2024, from 4:00 P.M. to 9:00 P.M for Church Worship Night.**

Ali Pieken, current Parks Commission member and fundraising powerhouse, has requested that on September 29, 2024, that the City close a portion of Indian Trail Drive from 4:00 P.M. to 9:00 P.M. for Church Worship Night. The event will begin at 5:00 P.M. Church Worship Night is hosted her by church and other local churches. Each church will be playing a set of worship music for the public to come and enjoy. Last time they did this event there were tons of kids and they were constantly running back and forth from mom and dad and Kiddie Coral playground. It made me quite nervous with them running across that strip of road there. Between the strip of road and cars parked along there adding blind spots, there are legitimate safety concerns for children. Closure of the road will help prevent any potential accidents.

*City Administrator Recommends Approval*
- 7. Presentation for SHIFT ATL on 201 West 14<sup>th</sup> Street Reimbursement to the City's Housing Development Fund.**

SHIFT ATL has reimbursed the City for their \$100,000.00 loan to rehabilitate 201 West 14<sup>th</sup> Street.

First Ward Councilwoman, Emily Kennedy will comment on the success of this project and the ongoing efforts at housing rehabilitation in Atlantic.

**8. Resolution #50-24 “Appointing Laura McLean as the Atlantic City Clerk and Setting Compensation for FY 2025.”**

Former City Clerk Barb Barrick had her last day with the City on March 22, 2024. This is a critical office of the City, one that is required by Iowa Statute to remain incorporated as a municipal entity.

The Personnel & Finance Committee has recommended that Laura McLean be the next City Clerk. Personnel & Finance Chairwoman Elaine Otte had the following to say regarding the process and selection of the new City Clerk.

“We are pleased to announce that Laura McLean has been selected to fill the position of City Clerk for the City of Atlantic after a multitiered interview process. Throughout the process Laura made it clear she would always strive to do what is best for the city, its citizens and our employees. She brings a strong set of education, skills and experience and is excited to join our team.

Also, we would like to thank all the candidates who applied and interviewed for the position.”

*City Administrator Does Not Comment on Political Appointments*

**9. Third and Final Reading of Ordinance No. 1045 “Vacating the 66’ Wide Street Right-of-Way of West Fourth Street in the City of Atlantic, Iowa Described as Follows: Beginning at the West Right-of-Way Line of Laurel Street Extended, Thence West to the East Property Line of the Iowa Interstate Railroad. Said Parcel Containing Approximately 0.7 Acres. Said Described Real Estate is Subject to a Stormwater Sewer Easement Reserved unto and Held by the City of Atlantic, Iowa.”**

The City Council held the public hearing and passed the first reading of Ordinance No. 1045 during the August 21<sup>st</sup> City Council meeting. The second reading was passed during the September 4, 2024 Council meeting. The following information is from those notes.

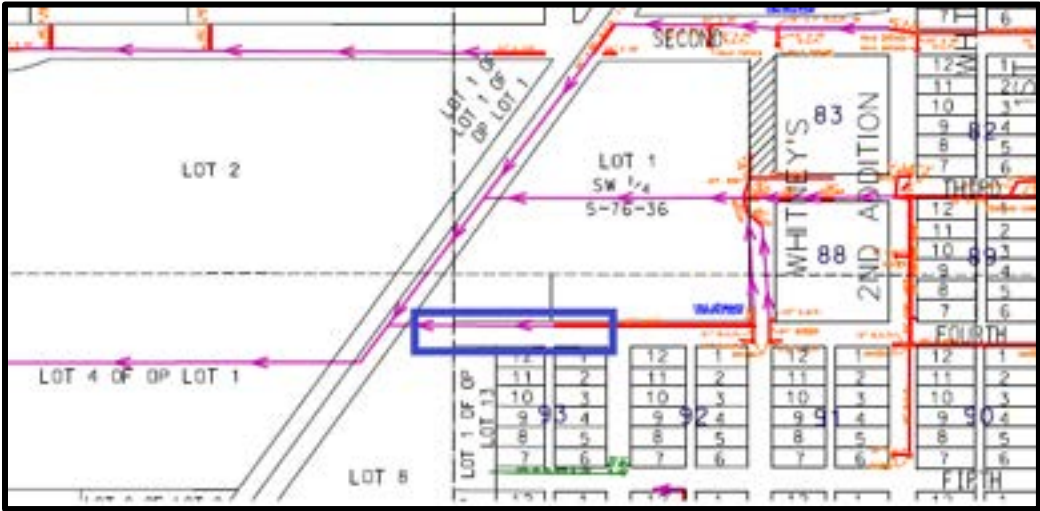
“During the May 1, 2024 City Council meeting, the Council referred the request by Rob Stamp for the City to vacate a phantom street Right-of-Way (ROW) that begins at the corner of West 4th Street and Laurel Street, going Westbound and terminating at the Phantom Railroad ROW, to the Planning & Zoning Commission for their review and technical recommendation.

Mr. Stamp desires additional access to his property to the north, to do this he wishes cut the curb on the vacated area and pour a driveway and maintain it as

another entrance. The approximate area of the entrance is indicated in blue, below.



Once the referral of the ROW vacating is made to the Commission, the Commission must meet and send their recommendation back to the Council within 30 days.



The following statements were gathered by various experts regarding business and infrastructure.

City Engineer Dave Sturm recommends that Mr. Stamp simply be allowed to build a driveway to his property on the Street Right-of-Way, after getting permission from the City Council and getting protective rights to his improvements. He recommends this because there is stormwater infrastructure on the north side of West 4<sup>th</sup> Street (seen in

Red) and drainage runoff (Purple) in the proposed ROW. Alternatively, he recommended that the City get a stormwater utility easement as part of the vacating process.

From an Economic Development Perspective, Cass-Atlantic Development Corporation (CADCO) Executive Director, Jen McEntaffer had the following quote for the Commission: "The railroad spur has been vacant for an extended period and the likelihood that the Iowa Interstate Railroad would put back in operation is highly unlikely. The price of the railroad spur would be cost prohibitive. I see no economic development purpose in maintaining the ROW."

Executive Director of Atlantic Municipal Utilities (AMU), Steve Tjepkes stated that no water or electric infrastructure existed within the ROW.

City of Atlantic Public Works Director Kirk Knudsen stated that from his perspective, this ROW has no current or future value to the City.

It is up to the Commission to determine what the best course of action is and I will report that to the City Council, tomorrow night.

The Planning & Zoning Commission reviewed the issue and unanimously recommends the City vacate the property. The City Council met on May 15, 2024 and formally decided to accept the proposal to vacate the property from the Planning & Zoning Commission and referred the matter to the City Attorney for legal preparation. The vacating process is ready to begin.

The process of vacating City ROW is entirely dictated by Iowa Code, specifically Sections: 364.12(2)(a), 392.1, 364.15, 364.7, 174.15(2), and 364.7(3)."

*City Administrator Recommends Approval*

#### **10. Order to Reappoint Shawn Shouse to the Board of Adjustment.**

The Board of Adjustment reviews appeals of the zoning and sign ordinances. A property owner may request an appeal due to special exceptions, differences in interpretation, or requirements that create a hardship for the property owner. The Board meets as needed on the second Monday of the month at 7:30 a.m. The five Board Members are appointed by the Mayor and serve three year staggered terms.

The Mayor has chosen to renominate Shawn Shouse to another Term on the Board of Adjustment.

*City Administrator Does Not Comment on Political Appointments*

#### **11. Order to Reappoint Melissa Ihnen to the Board of Adjustment.**

The Mayor has chosen to renominate Melissa Ihnen to the Board of Adjustment. She is currently serving as the Chair of the Board of Adjustment.

*City Administrator Does Not Comment on Political Appointments*

**12. Order to Approve Administrative Invoices 1 & 2 for the Atlantic AMU Water CDBG Project.**

Tammy DeBord, Grant Specialist 3 with the Southwest Iowa Planning Council (SWIPCO) has submitted the SIWPCO administration invoices 1 and 2 for the Atlantic-Atlantic Municipal Utilities (AMU) Water Community Development Block Grant (CDBG). She has stated the Council should approve and pay these, and then will be reimbursed by the Iowa Economic Development Authority (IEDA). This is a pass-through expenditure.

*City Administrator Recommends Approval*

**13. Review and Recommendation on the Park Commission Request for the Addition of Trees to the “Do Not Plant” List.**

Kevin Ferguson, the Chairman of the Atlantic Parks Commission has forwarded the Council this recommendation from the Commission.

“The Parks Commission would like to recommend these trees to be added to the list of trees that should not be planted. In our parks. Please add this to the council agenda for review.

Below are the prohibited trees from DNR and Trees Forever.

‘**Prohibited Trees:** Freeman/Hybrid Maple (*Acer x freemanii* Autumn Blaze, Armstrong, Marmo, and Sienna Glen are frequently seen cultivars), Amur Maple, Norway Maple, Ash, Blue Spruce, Callery/Ornamental Pear, Ornamental Cherry, Mulberry, Golden Raintree, Tree of Heaven, Black Locust, White Poplar, Siberian Elm, Russian Olive & Salt Cedar.’”

**14. Administrator’s Report.**

- a. Personnel & Finance Committee Meeting. – Wednesday, September 25, 2:00.
- b. City Council Workshop – Wednesday September 25, 2024, at 5:00.

**15. Mayor’s Report.**

**16. City Council Reports.**

**17. Swearing in of Atlantic City Clerk Laura McLean.**

**18. Adjournment.**

Minutes

&

Misc.

City Council  
September 4, 2024  
5:30 p.m.

The Atlantic City Council met in regular session in the Council Chambers at City Hall with Mayor Garrett presiding. Upon roll call, the following were present: Ward 1 Council Kennedy, Ward 3 Council McDermott, Ward 4 Council Sarsfield, Ward 5 Council Halder, At Large Council Brink, At Large Council Otte, City Engineer Sturm, City Administrator Lund, Acting City Clerk Tupper. Absent: Ward 2 Council Behrens.

Motion by Sarsfield; second by McDermott to approve the agenda. All ayes. Motion carried.

Those present recited the Pledge of Allegiance.

Motion by Brink; second by Halder to approve Consent Agenda as follows: Minutes of the August 21, 2024, City Council Meeting; Tree Trimmer Permit – Priority One Lawn Co.; Class F Retail Alcohol License – Atlantic Lodge No. 445, Benevolent and Protective Order of Elks of the U.S.; Class B Retail Alcohol License – Hy-Vee Food Store; Class C Retail Alcohol License with Outdoor Services – The Corner Shelf, LLC, and Fireside Lounge; Special Class C Retail Alcohol License with Outdoor Services – Wine Time, LLC (Produce in the Park) and Bills totaling \$58,678.35. All ayes. Motion carried.

Public Forum – None.

Motion by McDermott; second by Sarsfield to Approve the Engineering Agreement with Snyder & Associates for the 2025 Street Improvements Project. All ayes. Motion carried.

Motion by Kennedy; second by Brink to approve the Second Reading of Ordinance No. 1045 “VACATING THE 66’ WIDE STREET RIGHT-OF-WAY OF WEST FOURTH STREET IN THE CITY OF ATLANTIC, IOWA, DESCRIBED AS FOLLOWS BEGINNING AT THE WEST RIGHT-OF-WAY LINE OF LAUREL STREET EXTENDED, THENCE WEST TO THE EAST PROPERTY LINE OF THE IOWA INTERSTATE RAILROAD. SAID PARCEL CONTAINING APPROXIMATELY 0.7 ACRES. SAID DESCRIBED REAL ESTATE IS SUBJECT TO A STORMWATER SEWER EASEMENT RESERVED UNTO AND HELD BY THE CITY OF ATLANTIC, IOWA.” Ayes: McDermott, Sarsfield, Halder, Brink, Otte, Kennedy. Nays: none. Motion carried.

Motion by Otte; second by Halder to Approve Pay Application #2 for \$55,949.17 for the Sanitary Sewer Rehabilitation – UV CIIPP Lining Project. All ayes. Motion carried.

Administrators Report: Lund reminded everyone that the Wednesday, September 18, 2024 City Council Meeting has been moved to Monday, September 16, 2024 (Due to the Annual Iowa League of Cities Conference). City Council workshop on September 25, 2024 at 5:00 p.m.

Mayor’s Report: Mayor Garrett reported that the Back to the Ballfield was a success. Yes EMS meetings are coming up. Still looking into plans for Bull Creek.

City Council Reports: Brink-Landfill; McDermott-Parks & Recreation; Kennedy-Parks & Recreation; Otte-Economic Collaboration; Halder- Landfill.



The next City Council meeting will be held on September 16, 2024.

Motion by Halder; second by Sarsfield to adjourn at 5:52 p.m. All ayes. Motion carried.

\_\_\_\_\_  
Grace N. Garrett, Mayor

ATTEST: \_\_\_\_\_  
Rich Tupper, Acting City Clerk

LIQUOR LICENSE - POLICE CHIEF'S REPORT

BUSINESS NAME: Wine Time, LLC

CONTACT PERSON: Lori Dailey

CONTACT'S TELEPHONE: 708-903-0076

EVENT/PREMISE ADDRESS: Produce in the Park - 10 W 7th St.

TYPE: Special Class C Retail Alcohol License - 5 Day

PRIVILEGES: Outdoor Service

PRIVILEGES:

PRIVILEGES:

PRIVILEGES:

\* Note 2 Events \*  
9-19-24  
10-10-24

APPLICATION RECEIVED BY CITY CLERK'S OFFICE:

PLEASE FILE REPORT WITH CITY CLERK'S OFFICE BY:

APPLICATION WILL BE PRESENTED TO CITY COUNCIL: 9-16-24

APPLICANT'S CURRENT LICENSE EXPIRES: NA

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POLICE CHIEF'S RECOMMENDATION:

APPROVAL OF APPLICATION

DENIAL OF APPLICATION

Signature:

Chief Du Hoque

POLICE CHIEF'S REMARKS:

Date:

9-12-24

# LIQUOR LICENSE - FIRE CHIEF'S REPORT

BUSINESS NAME: *Wine Time, LLC*

CONTACT PERSON: *Lori Dailey*

CONTACT'S TELEPHONE: *708-903-0076*

EVENT/PREMISE ADDRESS: *Produce in the Park - 10 W 7<sup>th</sup> St.*

TYPE: *Special Class C Retail Alcohol License - 5 Day*

PRIVILEGES: *Outdoor Service*

PRIVILEGES:

PRIVILEGES:

PRIVILEGES:

*\* Note 2 Events\**

*9-19-24  
10-10-24*

APPLICATION RECEIVED BY CITY CLERK'S OFFICE:

PLEASE FILE REPORT WITH CITY CLERK'S OFFICE BY:

APPLICATION WILL BE PRESENTED TO CITY COUNCIL: *9-16-24*

APPLICANT'S CURRENT LICENSE EXPIRES: *NA*

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## FIRE CHIEF'S RECOMMENDATION:

APPROVAL OF APPLICATION

DENIAL OF APPLICATION

Signature:

*Tom Cappel II*

FIRE CHIEF'S REMARKS:

Date:

*9-11-24*

# LIQUOR LICENSE - POLICE CHIEF'S REPORT

BUSINESS NAME: *Desperados Investments*

CONTACT PERSON: *Lakette Parra*

CONTACT'S TELEPHONE: *243-7087 OR 712-207-2070*

EVENT/PREMISE ADDRESS: *105 E 5<sup>th</sup> St.*

TYPE: *Class C Retail Alcohol License*

PRIVILEGES:

PRIVILEGES:

PRIVILEGES:

PRIVILEGES:

APPLICATION RECEIVED BY CITY CLERK'S OFFICE:

PLEASE FILE REPORT WITH CITY CLERK'S OFFICE BY:

APPLICATION WILL BE PRESENTED TO CITY COUNCIL: *9-16-24*

APPLICANT'S CURRENT LICENSE EXPIRES: *10-2-24*

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## POLICE CHIEF'S RECOMMENDATION:

APPROVAL OF APPLICATION

DENIAL OF APPLICATION

Signature:

*Chief Dan Hogue*

POLICE CHIEF'S REMARKS:

Date:

*9-12-24*

# Bills

**CLAIMS REPORT**  
 Check Range: 9/05/2024- 9/16/2024

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL
<b>LIABILITIES</b>				
PR20240907	AFLAC	AFLAC PRE-TAX		208.17
PR20240909	COLLECTION SERVICES CENTER	GARNISHMENT		702.00
PR20240907	EFTPS	FED/FICA TAX	15,781.36	
PR20240909	EFTPS	FED/FICA TAX	7,169.10	22,950.46
PR20240907	MISSION SQUARE RETIREMENT	ICMA	255.79	
PR20240909	MISSION SQUARE RETIREMENT	ICMA	570.75	826.54
050 LIABILITIES TOTAL				<b>24,687.17</b>
<b>POLICE</b>				
092024	ATLANTIC HIGH SCHOOL	BLACK SPONSOR		150.00
304147126	ATLANTIC NEWS TELEGRAPH	BACK TO SCHOOL AD		25.00
SEPT 2024 HOUGE	BANKERS BANK	MISC SUPPLIES		1,122.70
0016276	CASS CO PUBLIC SAFETY	COMM CENTER AUGUST/JULY		19,616.47
NR29993 #2	CDW GOVERNMENT	PRINTER PAPER FOR CARS		170.94
AUGUST MULTI	CENTURY LINK	PHONES		85.58
028880266	GALLS, AN ARAMARK COMPANY	UNIFORMS		436.79
16275	HAWKEYE COMM. COLLEGE	DEF TACTICS CLASS		200.00
INV91253	IMWCA	INSTALL #3		745.44
40730188	KAESER & BLAIR INC.	HALLOWEEN BAGS		809.22
RR322426	KARL CHEVROLET	2024 CHEVY TAHOE		50,405.20
09-2024	MEDIACOM COMMUNICATIONS	INTERNET		169.95
2024-024	SHIELD TECHNOLOGY CORP	YEARLY MAINT.		3,190.00
9973253866	VERIZON WIRELESS	CELLULAR TELEPHONE		362.99
110 POLICE TOTAL				<b>77,490.28</b>
<b>CODE ENFORCEMENT</b>				
5030773844	ACCESS SYSTEMS	ANIMAL SHELTER COPIER	51.06	
5031136404	ACCESS SYSTEMS	603-0275911-000 ANIMAL SHELTER	88.32	139.38
1QKH-CQLD-6KJL	AMAZON CAPITAL SERVICES	SD CARD		16.94
AUG/SEPT 2024 ANIMAL	BANKERS BANK	MISC		77.94
INV91253	IMWCA	INSTALL #3		10.33
181788053	ULINE	GOWNS & EAR PLUGS		49.08
115 CODE ENFORCEMENT TOTAL				<b>293.67</b>
<b>FIRE</b>				
123820	ATLANTIC MOTOR SUPPLY	DOME LAMP/CONCENTRATE	65.35	
124056	ATLANTIC MOTOR SUPPLY	DOME LAMP	30.74	
124063	ATLANTIC MOTOR SUPPLY	FILTER/HOSE/FITTINGS	14.02	110.11
AUGUST MULTI	CENTURY LINK	PHONES		198.16
FIRE DEPT	FAREWAY STORES INC.	TIDE PODS		25.94
028848516	GALLS, AN ARAMARK COMPANY	ATAC 2.08	125.00	
028920656	GALLS, AN ARAMARK COMPANY	REYNOLDA TACTICAL PANTS	192.00	317.00
INV91253	IMWCA	INSTALL #3		3,345.45
11238	MIDWEST BREATHING AIR LLC	MISC SUPPLIES		1,061.29
86940	NISHNA VALLEY CYCLE INC	FILTERS/O RINGS		145.04
150 FIRE TOTAL				<b>5,202.99</b>



**CLAIMS REPORT**  
 Check Range: 9/05/2024- 9/16/2024

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL
5030773844	ANIMAL CONTROL			
5031136404	ACCESS SYSTEMS	ANIMAL SHELTER COPIER	51.07	
1733-KRLW-791G	ACCESS SYSTEMS	603-0275911-000 ANIMAL SHELTER	88.33	139.40
19RX-QFMG-QQV9	AMAZON CAPITAL SERVICES	BLACK LIGHT FLASHLIGHT	41.97	
1XHN-GLF7-4PC7	AMAZON CAPITAL SERVICES	WET FLOOR SIGN	23.98	
AUG/SEPT 2024 ANIMAL	AMAZON CAPITAL SERVICES	MIRROR	46.98	112.93
415670	BANKERS BANK	MISC		286.89
01313	CASS COUNTY ANIMAL CLINIC	VET FEES		130.85
ACCT #10811	FOREVER PETS INC	VERT FRAMED PHOTO MED URN		69.50
INV91253	HY VEE	WWTP PURCHASES		22.98
6295	IMNCA	INSTALL #3		4.20
181788053	JJ DESIGN LLC	VINYL LETTERING		115.00
9973253866	ULINE	GOWNS & EAR PLUGS		70.08
	VERIZON WIRELESS	CELLULAR TELEPHONE		132.37
		190 ANIMAL CONTROL TOTAL		1,084.20
	ROADS, BRIDGES, SIDEWALKS			
ACCT #886	AKIN BUILDING CENTER	2x4		62.32
17427	BLACKTOP SERVICE COMPANY	HOT MIX		2,739.30
418095	ECHCO CONCRETE LLC	14TH & TERESA DR	1,143.75	
418112	ECHCO CONCRETE LLC	32ND & CHESTNUT	1,650.00	
418123	ECHCO CONCRETE LLC	14TH & TERESA DR	1,006.50	
418148	ECHCO CONCRETE LLC	32ND & CHESTNUT	1,732.50	
418182	ECHCO CONCRETE LLC	2508 CHESTNUT	1,281.00	6,813.75
46411	FLEET TRUCK PARTS/WAYNE BUILT	FUEL TANK		714.57
130161	GEAR-CARTS	KEYS		10.00
104386	HENNINGSEN CONST.INC.	COLD PATCH		173.25
INV91253	IMNCA	INSTALL #3		837.63
246006 CHEM	LYMAN AG SUPPLY	TRICLOPYR 4/LV6# 2-4-D		470.00
0301-407756	O'REILLY AUTO PARTS	SEA FOAM		11.49
382375384001	ODP BUSINESS SOLUTIONS	HP INK COMBO		130.89
237589	UNITYPOINT CLINIC-OCCUPATION M	BLEVINS/SCHMITT		42.00
9973253866	VERIZON WIRELESS	CELLULAR TELEPHONE		105.83
		210 ROADS, BRIDGES, SIDEWALKS TOTAL		12,111.03
	TRAFFIC CONTROL & SAFETY			
501532386	DIAMOND VOGEL PAINT	YELLOW PAINT 125 GAL	2,062.50	
501532470	DIAMOND VOGEL PAINT	BLUE PAINT 10 GAL	195.00	2,257.50
25110	GENERAL TRAFFIC CONTROLS, INC.	REPAIRED 7TH & WALNUT	2,495.00	
25140	GENERAL TRAFFIC CONTROLS, INC.	LED;12" INSERT RED BALL	154.00	2,649.00
9973253866	VERIZON WIRELESS	CELLULAR TELEPHONE		80.02
		240 TRAFFIC CONTROL & SAFETY TOTAL		4,986.52
	AIRPORT			
AUGUST MULTI	CENTURY LINK	PHONES		96.58
INV91253	IMNCA	INSTALL #3		45.07
		280 AIRPORT TOTAL		141.65

**CLAIMS REPORT**  
Check Range: 9/05/2024- 9/16/2024

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL
INV91253	LIBRARY			
8/23/2024 LIBRARY	IMCA	INSTALL #3		26.89
LIBRARY 9/24	MEDIACOM COMMUNICATIONS	INTERNET		354.72
	PETTY CASH	POSTAGE		188.79
		410 LIBRARY TOTAL		570.40
AUGUST 2024 PARKS	RECREATION			
AUGUST MULTI	BANKERS BANK	NIH FACE PLATE		25.23
INV91253	CENTURY LINK	PHONES		93.58
86919	IMCA	INSTALL #3		149.63
BB034967	NISHNA VALLEY CYCLE INC	ISOLATOR BAND		6.62
9973253866	NISHNANET	PARKS BUSINESS INTERNET		99.99
	VERIZON WIRELESS	CELLULAR TELEPHONE		41.46
		440 RECREATION TOTAL		416.51
8/30/2024 1000	POOL			
AUGUST MULTI	ALLIANT ENERGY	1000 SUNNYSIDE LN		38.47
PARKS DEPT	CENTURY LINK	PHONES		85.58
AUGUST 2024	FAREWAY STORES INC.	SOFTSOAP		29.85
	NISHNA VALLEY FAMILY YMCA	POOL COSTS		17,900.27
		445 POOL TOTAL		18,054.17
8378	ECONOMIC DEVELOPMENT			
8474	FUSEBOX MARKETING	JULY WEBSITE INVOICE	270.00	
8593	FUSEBOX MARKETING	AUGUST WEBSITE INVOICE	270.00	
6346	FUSEBOX MARKETING	SEPTEMBER WEBSITE INVOICE	270.00	810.00
	JJ DESIGN LLC	BALLFIELD FLYERS		190.00
		520 ECONOMIC DEVELOPMENT TOTAL		1,000.00
8/28	HOUSING & URBAN RENEWAL			
506 W 10TH	CASS COUNTY LANDFILL	410 W 5TH		48.00
	OLW TRUST ACCOUNT	PURCHASE OF PROPERTY		11,919.12
		530 HOUSING & URBAN RENEWAL TOTAL		11,967.12
8/22/2024 314	OTHER COMM & ECO DEV			
10358	ALLIANT ENERGY	314 CHESTNUT		41.61
INV91253	CASS COUNTY PEST CONTROL	312 CHESTNUT		35.00
BB035121	IMCA	INSTALL #3		9.79
	NISHNANET	BUSINESS INTERNET RURAL		99.99
		599 OTHER COMM & ECO DEV TOTAL		186.39
INV91253	MAYOR/COUNCIL/CITY MGR			
	IMCA	INSTALL #3		1.72
		610 MAYOR/COUNCIL/CITY MGR TOTAL		1.72



**CLAIMS REPORT**  
 Check Range: 9/05/2024- 9/16/2024

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL
	CLERK/TREASURER/ADM			
AUGUST 2024	ATLANTIC NEWS TELEGRAPH	PUBLICATIONS		183.29
AUG/SEPT 2024 ANIMAL	BANKERS BANK	MISC	25.00	
AUGUST 2024 PARKS	BANKERS BANK	NIH FACE PLATE	25.00	50.00
INV91253	IMCA	INSTALL #3		45.29
25-03	SOUTHWEST IOWA PLANNING COUNCI	SWIPCO DUES	4,415.00	
25-66	SOUTHWEST IOWA PLANNING COUNCI	ANNUAL TAXI/BUS SUPPORT	8,000.00	12,415.00
	620 CLERK/TREASURER/ADM TOTAL			12,693.58
	CITY HALL/GENERAL BLDGS			
8/22/2024 CITY HALL	ALLIANT ENERGY	CITY HALL		47.17
SEPT 2024 CITY HALL	BANKERS BANK	INK CARTRIDGE		193.80
AUGUST MULTI	CENTURY LINK	PHONES		281.04
169	MELISSA E. JOHNSON	CLEANING SERVICES		900.00
	650 CITY HALL/GENERAL BLDGS TOTAL			1,422.01
	CAPITAL PROJECTS			
1187-3	SOUTHWEST IOWA PLANNING COUNCI	DOWNTOWN HOUSING JULY 2024	473.00	
1190-1	SOUTHWEST IOWA PLANNING COUNCI	CDBG WATER SYSTEM JUNE	130.00	
1190-2	SOUTHWEST IOWA PLANNING COUNCI	CDBG WATER SYSTEM JULY 2024	640.00	1,243.00
04	WHITNEY DEVELOPMENT CORP	UPPER STORY RENOVATION		86,118.00
	750 CAPITAL PROJECTS TOTAL			87,361.00
	SEWER/SEWAGE DISPOSAL			
00206783	AQUA-CHEM INC	HYPOCHLORITE SOLUTION		346.22
126994	ATLANTIC AG & AUTO	HYDRAULIC/OIL ABSORB	91.94	
127110	ATLANTIC AG & AUTO	COUPLING	3.60	
127111	ATLANTIC AG & AUTO	5000 PSI GAUGE	16.11	
15343-72107	ATLANTIC AG & AUTO	LIFT SUPPORT	12.21	123.86
124114	ATLANTIC MOTOR SUPPLY	WHEEL SPINNER		6.29
846	ATLANTIC VOLUNTEER FIRE	ANNUAL INSPECTION/TAG		96.00
SEPT 2024 WWP	BANKERS BANK	MOTOR REPLACEMENT		204.50
RECEIPT 13559	CASS COUNTY TREASURER	PARCEL 303013876001000		232.00
IN05093728	CCP INDUSTRIES	GLOVES		552.42
9/1/2024 WWP	CENTURY LINK	PHONES	82.00	
AUGUST MULTI	CENTURY LINK	PHONES	85.58	167.58
14136528	HACH COMPANY	NITROGEN AMMONIA/BORATE	381.77	
14146470	HACH COMPANY	SENSOR CAP REPLACEMENT	731.20	1,112.97
1296921	HEPLER SANITATION, INC.	WWP		250.00
PSI-310300	HOTSY CLEANING SYSTEMS	BREAKER CIRCUIT		357.66
ACCT #10811	HY VEE	WWP PURCHASES		61.36
PAY APP#2	HYDRO-KLEAN, LLC	2024 SEWER REHAB #123.1116.09		55,949.17
INV91253	IMCA	INSTALL #3		235.56
264403	IOWA ONE CALL	LOCATES		96.70
70359	LLOYD & MEREDITH	TANK LID		9.80
02399786B	GEE SYSTEMS INC	GARAGE DOOR PARTS & LABOR		1,083.56
1195802	MIDWEST LABORATORIES, INC.	WEEKLY WASTEWATER TESTING		707.19
380137726001	ODP BUSINESS SOLUTIONS	DELL MONITOR		119.99
24364	OLSEN'S OUTDOOR POWER	STIHL HELMET SYSTEM	89.99	
303706	OLSEN'S OUTDOOR POWER	2023 RANGER REPAIR	66.25	156.24
237589	UNITYPOINT CLINIC-OCCUPATION M	BLEVINS/SCHMITT		42.00

**CLAIMS REPORT**  
Check Range: 9/05/2024- 9/16/2024

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL
9973253866	VERIZON WIRELESS	CELLULAR TELEPHONE		82.92
		815 SEWER/SEWAGE DISPOSAL TOTAL		61,993.99
		Accounts Payable Total		321,664.40
		Invoices: Paid		197,760.69
		Invoices: Not Scheduled		123,903.71

*\$240,316.01*

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	114,572.29
010	COMMUNITY PROMOTION	190.00
026	POLICE FEDERAL GRANTS	480.19
110	ROAD USE TAX	22,296.11
112	EMPLOYEE BENEFITS	6,465.53
121	LOST PROGRESS FUND	13,273.00
161	HOUSING DEVELOPMENT	11,919.12
350	CDBG-AMU WATER PROJECT	770.00
360	CDBG-WHITNEY DEV CORP	86,591.00
610	SEWER	9,157.99
612	SEWER EQUIPMENT RESERVE	55,949.17
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	TOTAL FUNDS	321,664.40

6



CITY OF  
*Atlantic*

### APPLICATION FOR STREET CLOSING PERMIT

To enable you to close or block off a street for a neighborhood or special event, the Atlantic City Council must first give approval. City Council meets the first and third Wednesday of each month. Please submit application to Clerk's Office prior to 5 p.m. on Thursday preceding the Council meeting.

APPLICANT'S NAME: Ali Pieken

ADDRESS: 5714 1650th Street

PHONE: 712-249-9076 CELL: ←

EMAIL ADDRESS: alipieken@gmail.com

CONTACT NAME (IF DIFFERENT THAN APPLICANT) —

CONTACT PHONE: — CELL: —

CONTACT EMAIL: —

PURPOSE OF STREET CLOSURE: church worship night

AREA TO BE CLOSED: see map - for childrens safety.

DATE & TIME OF CLOSURE: Sept 28th 4pm to 9pm

NUMBER OF CONES NEEDED: TBD (\$15 EACH) TOTAL PRICE: —

NUMBER OF BARRICADES NEEDED: N/A (\$75 EACH) TOTAL PRICE: N/A

ADDRESS WHERE CONES/BARRICADES SHOULD BE DROPPED OFF: @ park

Cones/Barricades will be picked up at the same location the next working day following street closure. Any cones/barricades found damaged or missing will be charged to applicant at replacement cost.

By signing the above agreement, I agree to hold harmless and indemnify the City of Atlantic from all incidents and/or injuries incurred during the above event.

SIGNATURE: (Ali Pieken) DATE: 9/9/24

**FOR OFFICE USE ONLY**

Amount Paid: \_\_\_\_\_ Date \_\_\_\_\_ Cash/Check/Credit Card

City Council Approval/Denial: \_\_\_\_\_ Date: \_\_\_\_\_

CC Police/Streets/Fire/County Dispatch





8

**RESOLUTION NO. 50-24**

**APPOINTING LAURA MCLEAN AS THE ATLANTIC CITY CLERK AND  
SETTING COMPENSATION FOR FY 2025**

**WHEREAS**, the City of Atlantic four full-time employees within the Finance & Administration Department; and;

**WHEREAS**, one of these positions, the City Clerk, had been vacated for some time; and;

**WHEREAS**, the Personnel & Finance Committee has completed a thorough review of applications and conducted extensive interviews to fill this vacancy and has nominated Laura McLean as the candidate to occupy the position of City Clerk; and;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Atlantic, Iowa, adopts the following:

Section 1. An annual salary of \$67,000.00 is authorized for the City Clerk for the Fiscal Year of 2025, effective September 17, 2024.

Section 2. Laura McLean shall be appointed to the City Clerk position, effective September 17, 2024.

Passed and approved this 16<sup>th</sup> day of September 2024.

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Grace N. Garrett, Mayor

ATTEST: \_\_\_\_\_  
Rich Tupper, Acting City Clerk



9

**CITY OF ATLANTIC, IOWA  
ORDINANCE NO. 1045**

**AN ORDINANCE VACATING THE 66' WIDE STREET RIGHT-OF-WAY OF WEST FOURTH STREET IN THE CITY OF ATLANTIC, IOWA DESCRIBED AS FOLLOWS: BEGINNING AT THE WEST RIGHT-OF-WAY LINE OF LAUREL STREET EXTENDED, THENCE WEST TO THE EAST PROPERTY LINE OF THE IOWA INTERSTATE RAILROAD. SAID PARCEL CONTAINING APPROXIMATELY 0.7 ACRES. SAID DESCRIBED REAL ESTATE IS SUBJECT TO A STORMWATER SEWER EASEMENT RESERVED UNTO AND HELD BY THE CITY OF ATLANTIC, IOWA.**

WHEREAS, pursuant to notice published in the manner required by law, on the 17<sup>th</sup> day of August, 2024, this Council held a public hearing on a proposal to vacate a certain portion of the right of way as hereinafter described; and

WHEREAS, this Council determines that it is in the best interests of the City that said right of way be vacated.

BE IT ENACTED by the City Council of the City of Atlantic, Iowa:

SECTION 1. The City of Atlantic, Iowa does hereby vacate and release the following-described right of way:

The 66' wide street right-of-way of West Fourth Street described as follows: Beginning at the west right-of-way line of Laurel Street extended, thence west to the east property line of the Iowa Interstate Railroad. Said parcel containing approximately 0.7 acres. Said described real estate is subject to a stormwater sewer easement reserved unto and held by the City of Atlantic, Iowa.

SECTION 2. The vacated right of way is hereby conveyed, as follows:

- A. The North Half of that portion of the vacated right of way running East and West legally described as the 66' wide street right-of-way of West Fourth Street described as follows: Beginning at the west right-of-way line of Laurel Street extended, thence west to the east property line of the Iowa Interstate Railroad. Said parcel containing approximately 0.7 acres.

Title thereto is quieted to **Romar Investments, LLC**.

- B. The South Half of that portion of the vacated right of way running East and West legally described as the 66' wide street right-of-way of West Fourth Street described as follows: Beginning at the west right-of-way line of Laurel Street extended, thence west to the east property line of the Iowa Interstate Railroad. Said parcel containing approximately 0.7 acres; EXCEPT that portion of the South Half that is adjacent to and North of Block 93 of the Original Town.

Title thereto is quieted to **Kevin K. Archibald and Bonnie L. Archibald, as joint tenants with full rights of survivorship and not as tenants in common.**

- C. The South Half of that portion of the vacated right of way running East and West legally described as the 66' wide street right-of-way of West Fourth Street described as follows: Beginning at the west right-of-way line of Laurel Street extended, thence west to the east property line of the Iowa Interstate Railroad. Said parcel containing approximately 0.7 acres, which is adjacent to and North of Block 93 of the Original Town.

Title thereto is quieted to **Kevin L. Denison.**

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the \_\_ day of \_\_\_\_, 2024 and approved this \_\_ day of \_\_\_\_, 2024.

\_\_\_\_\_  
Grace Garrett, Mayor

Attest:

\_\_\_\_\_  
Rich Tupper, City Clerk

12



A Bright Look Ahead™

# Southwest Iowa Planning Council

1501 SW 7th Street

Atlantic IA 50022

712-243-4196

**Invoice**

Invoice No. **1190-1**

Date **7/15/2024**

**Customer**

Name City of Atlantic

Address City Hall

23 E 4th St

City Atlantic IA 50022

Description	TOTAL
<b>Atlantic CDBG Water System</b>	
<b>through June 30, 2024</b>	
Salaries & Benefits	\$ 113.62
Grant Expense/Direct Charge	\$ 6.29
Mileage/Direct Charge	\$ -
Postage/Direct Charge	\$ -
Printing/Direct Charge	\$ 0.34
Overhead/Indirect Charge	\$ 9.75

SubTotal \$ 130.00

Other

Due upon receipt

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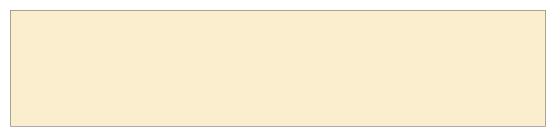


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<b>TOTAL</b>	<b>\$ 130.00</b>



*Thank you for your business!*  
*If you have questions call Dani Briggs, 712-243-4196.*





A Bright Look Ahead™

# Southwest Iowa Planning Council

1501 SW 7th Street

Atlantic IA 50022

712-243-4196

**Invoice**

Invoice No. **1190-2**

Date **8/26/2024**

**Customer**

Name City of Atlantic

Address City Hall

23 E 4th St

City Atlantic IA 50022

Description	TOTAL
<b>Atlantic CDBG Water System</b>	
<b>July 2024</b>	
Salaries & Benefits	\$ 498.46
Grant Expense/Direct Charge	\$ 101.37
Mileage/Direct Charge	\$ -
Postage/Direct Charge	\$ -
Printing/Direct Charge	\$ -
Overhead/Indirect Charge	\$ 40.17

SubTotal \$ 640.00

**Other**

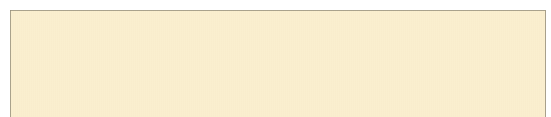
Due upon receipt

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOTAL** \$ 640.00



*Thank you for your business!  
If you have questions call Dani Briggs, 712-243-4196.*





14

Public Works  
Monthly Report  
August 2024

Pour concrete

Mow ditches

Cut trees

Grind stumps

Spray mosquitoes

Cold patch

Set everything out for Atlanticfest

Paint school crosswalks

Gravel Iowa Ave. (70 ton)

Build new barricades

Repair equipment

Asphalt

Work on walk path at Schidlbergs

Abatement 410 W. 5th



# Water Pollution Control Dept.

## STATS

September 12, 2024

Wastewater		Aug-24	Jul-24	Jun-24	2024 AVG	Aug-23
INF FLOW TOTAL	Million Gallons	20.88	28.27	28.97	23.77	21.32
EFF FLOW TOTAL	Million Gallons	6.00	15.46	19.25	11.08	3.66
ELITE OCTANE TOTAL FLOW	Million Gallons	15.07	14.04	13.53	16.02	0.81
INF FLOW AVG	MGD	0.67	0.91	0.97	0.78	0.69
INF FLOW MAX	MGD	0.82	1.67	1.64	1.27	0.98
INF FLOW MIN	MGD	0.57	0.68	0.40	0.40	0.54
EFF FLOW AVG	MGD	0.19	0.50	0.64	0.36	0.12
EFF FLOW MAX	MGD	0.49	1.42	1.36	1.42	0.31
EFF FLOW MIN	MGD		0.00	0.00	0.00	0.00
INF BOD5 AVG	mg/L	203	210	183	226	199
EFF CBOD5 AVG	mg/L	1.88	2.27	4.29	3.54	3.10
INF TOTAL NITROGEN AVG	mg/L	31.6	28.0	24.1	31.6	32.0
EFF TOTAL NITROGEN AVG	mg/L	2.3	2.8	2.7	2.4	2.6
EFF TSS AVG	mg/L	2.7	3.0	13.4	10.1	3.8
EFF NH3N AVG	mg/L	0.0	0.4	0.6	0.3	0.0
INF PHOSPHORUS AVG	mg/L	4.2	3.7	3.1	4.0	4.6
EFF PHOSPHORUS AVG	mg/L	1.27	1.81	1.46	0.91	2.56
MLSS COMBINED AVG	mg/L	6,664	6,584	6,325	6,283	6,283
30 MIN COMBINED AVG	ml/l	426.3	451.6	519.4	340.8	395.3
SBR Blower Hours	Ttl Hrs	0.0	440.1	392.5	322.8	411.2

## Wastewater Operation & Maintenance

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Camblin Mechanical came back, and treated heat pumps 1&2 and they are working fine.

The lining project by Atlantic Carriers only took one loong day. They completed it after midnight and through the storm. The Public Works dept came in later and leveled out a small area that was left due to the wet condition at that time.

Councilperson Shawn Sarsfield Ward came out for a tour. The staff was out on the collection system, but we were able to go through the plant. The city has a very good facility and we are always happy to walk people through it.

Staff got through a large number of lines and will be back at it later after hauling.

We are in the fields hauling solids and will be working with the farmer on a new plan.

Took in 335,738.8 gallons of leachate which represents additional income of nearly \$20,000. By us being able to accept this it saves the county/ county tax payers a bunch over having to haul to Corning.

