

JULY 3, 2017

The Keota City Council met on July 3, 2017, in the city hall. The meeting was called to order at 7:01 P.M. by Mayor Anthony Cansler.

Council Members answering roll call were Davis, Conrad, and Hill. Council member Greiner & Westendorf arrived after roll call was taken. City employees present were Slaubaugh, Frederick, Conrad and Osweiler. Also in attendance Denny Lyle, Keota Visioning Committee; Dave Fagen; Rita Dill and Dan Flynn.

Motion was made by Davis to approve the agenda, Hill seconded the motion. Motion passed with a unanimous vote.

Motion was made by Davis, seconded by Hill to approve the minutes from the previous meetings. Motion carried unanimously.

Denny Lyle, Keota Visioning Committee, went over phase 1 of the KeWash Trail Head project that is being presented to go out for bid. Motion was made by Conrad to approve bid proposal for KeWash Trailhead Project, Davis seconded the motion. Motion passed with a unanimous vote.

Craig Frederick requested a closed session to discuss his job performance per Iowa Code 21.5.i. Motion was made by Greiner to approve Frederick's requested closed session, Conrad seconded the motion. A roll call vote was taken: "Ayes"- Hill, Davis, Conrad, Westendorf & Greiner. Motion passed with a majority vote. Osweiler was also present for the closed session per Frederick's request. Meeting went into closed session at 7:33 p.m. Motion was made by Conrad to close the closed session, Westendorf seconded the motion. Motion passed with a unanimous vote. Meeting went back into open session at 7:48 p.m. There will be a special meeting on July 7th at 8 p.m. in city hall to review the employee handbook and consider a change to it.

Kevin Slaubaugh presented the following for the public works report. He spoke with multiple contractors about widening the doorways at the library and museum; it was also published in the paper and posted. He only received one bid for the project. Motion was made by Hill to approve Andy Romoser's bid for the project, Davis seconded the motion. Motion passed with a unanimous vote. He will talk with Romoser about getting a start date set. The closet at city hall has broken shelves; he will work on getting that fixed properly. The property at 201 South Davis Street should be finished with the pest control process in about two weeks. He said the fire department expressed interest in doing outside training on the property. The council ask that he talk with the neighbors about if they prefer it to be used for fire department training or just taken down. Westendorf sprayed the cemetery, but it will need to be done again in the fall. There will be at least three Ash trees taken down this fall at the cemetery. The pool is going well and there has been no major issues to date. They have been working on mowing and tree trimming. Conrad made a motion to approve the public works report, Davis seconded the motion. Motion passed with a unanimous vote.

Officer Doug Conrad submitted the following report for the police department. He had fourteen complaints/service calls: assault, three burglary, theft, motor vehicle theft, forgery, fraud, controlled substance, two assist & service, misc. compliant and two livestock. He issued one citation for motor vehicle theft/class D felony. He has been very busy but everything is going well. The pool is operating well. Congratulated Osweiler on her new job. The National Tactic Officers Association awarded Avery a grant for college and himself one to attend training in Arizona this fall. He said he sent H.McDonald a letter concerning the truck the council asked him to address from the previous meeting. He is trying to get in contact with the owners of 413 W Keokuk about the complaints concerning their property. Davis ask that he address the fireworks that are being set off, the lawn mowers that being used as transportation and not for working purposes and kids riding their bikes recklessly. Conrad ask that he monitor the use of golf carts better since they are being used as mode of transportation unsafely and not just to go golf with. Motion was made by Hill to approve the police departments report, Conrad seconded the motion. Motion passed with a unanimous vote.

Conrad presented his current utility bill and a record of the last four months usage. He asked that he be reimbursed for the extra usage from the previous month since this month's usage is back to normal. He stated that he has been tracking the daily usage on the meter, had a plumber in to check for leaks and has been trying to use more water than normal to see if he could get close to the previous month's usage. The council discussed how to handle this since it will set the standard for meter issues. They will have the meter removed and replaced; the old meter will be sent in to see if there is a defect on it

before a decision is made on a reimbursement.

Dave Fagen addressed the council about Fagen Elevator's 100 year celebration that will be held on September 3rd from 1-4 p.m. He would like to close Broadway Avenue from their west property line to the corner of Hamilton and Broadway Avenue from noon to five that day. There will be a tent, chairs, tables and food set up for the public during this time and want to ensure the safety of everyone. Davis inquired about how to reroute semi's during this time, if needed. Motion was made by Hill to approve closing Broadway Avenue on September 3rd from noon to five p.m. from the west side of Fagen Elevator property line to the corner of Hamilton and Broadway, Greiner seconded the motion. Motion passed with a unanimous vote.

Rita Dill addressed the council about how the city has no code or ordinance regarding the number of vehicles a person can have on their property. The council understood her complaint since they are causing a nuisance for her. Osweiler will look into what other communities have in place and present the findings to the council to consider passing something to help with the issue.

Council member Greiner had to leave the meeting at this time.

Conrad said that B.Bell had a partial survey done to find his markers but was only able to locate one of them and he has written permission/agreement from the neighboring property that states they agree on the property line, he might be encroaching the property line with his temporary fence and are in support of the temporary fence. Motion was made by Westendorf to approve B.Bell building permit, Hill seconded the motion. Motion passed with a unanimous vote.

Motion was made by Hill to approve D.Cox building permit, Westendorf seconded the motion. Motion passed with a unanimous vote.

Osweiler stated there have been three applications submitted to date, but everyone has until Friday at 4 p.m. to have them turned in. Discussion took place about how to conduct the interview process and the proper way to open them. There will be a special meeting on Friday, July 7th at 8p.m. in city hall to open the applications and select those to be interviewed.

Osweiler contact the Iowa league of cities to see what the legal way is to handle offering insurance to employees that are no longer full time, but would like to trade in their paid time off for a certain benefit. By state standards any portion of the insurance or benefits that are paid by tax payers or levied for has to be paid out of the employee's pocket; those paid through enterprise funds are at the council's discretion. An employee can use their paid time off to compensate for the benefit if they choose to instead of being paid out for it. Osweiler will be using her banked vacation time and comp time to pay for health insurance for the month August instead of being paid for it. For any hours she works after July 14th, she will be compensated through her current hourly wage. Motion was made by Davis approve Osweiler using her paid time off to offset the expense of health care for one month and to be compensated through her hourly wage for any hours worked after July 14th, Hill seconded the motion. Motion passed with a unanimous vote.

Westendorf and Davis volunteered to be on the temporary personal committee to interview a new city clerk; Conrad said he would fill in if one of them is unable. They asked that Osweiler be a part of the process, too. A resolution will be drafted for the committee and presented at the special meeting on July 7th at 8 p.m.

Motion was made by Conrad to approve Resolution 2017-16: A Resolution Appointing The Following Named Person (Linda Allaman) As A Member Of The Library Board For The City Of Keota, Iowa, Davis seconded the motion. A roll call vote was taken: "Ayes"-Hill, Davis, Conrad & Westendorf; "Nays"-None; "Absent"-Greiner. Motion passed with a unanimous vote.

Motion was made by Davis approve Resolution 2017-17: A Resolution Appointing The Following Named People (Dan Flynn & Jill Baetsle) As New Members of the Museum Board For the City of Keota, Iowa, Westendorf seconded the motion. A roll call vote was taken: "Ayes"-Hill, Davis, Conrad & Westendorf; "Nays"-None; "Absent"-Greiner. Motion passed with a unanimous vote.

Motion was made by Conrad to approve Resolution 2017-18: Resolution Authorizing The City Clerk To Destroy Certain Records Of The City Of Keota, Iowa In Accordance With Section 372.13 (5) Of The Iowa Code, Westendorf seconded

the motion. A roll call vote was taken: “Ayes”-Hill, Davis, Conrad & Westendorf; “Nays”-None; “Absent”-Greiner. Motion passed with a unanimous vote.

Motion was made by Westendorf to approve Resolution 2017-19: A Resolution Approving The Updated Policy(s) For The City Of Keota, Davis seconded the motion. A roll call vote was taken: “Ayes”-Hill, Davis, Conrad & Westendorf; “Nays”-None; “Absent”-Greiner. Motion passed with a unanimous vote.

The museum board submitted their written yearend report; Osweiler read it to the council/mayor. Motion was made by Westendorf to approve the museum’s yearend report, Davis seconded the motion. Motion passed with a unanimous vote.

The review and discussion of the fence building code and zoning code ordinance was tabled due to the city attorney has not reviewed it yet.

The property owner of 508 North Davis Street ask that the cost of a new water meter be placed on the taxes. Motion was made by Davis to approve tax levy for 508 North Davis Street, Conrad seconded the motion. Motion passed with a unanimous vote.

Osweiler presented the following budget transfers that were approved for the 2017/2018 budget:

<u>From Checking Account:</u>	<u>Amount:</u>	<u>Into Saving Account</u>
Local Opt Sls Tx	\$ 1,000.00	Park & Cem
Water Equip.	\$ 1,000.00	T&A Meters
Wt. Twr Main	\$ 3,000.00	water tower main
Sewer Veh Purch	\$ 1,000.00	sewer veh
misc. capital impr	\$ 4,838.00	Police Veh
misc. capital impr	\$ 4,838.00	water veh
misc. capital impr	\$ 4,838.00	sidewalk
Local Opt Sls Tx	\$ 3,000.00	City Hall Building
Road Use Tax	\$ 2,500.00	Snow Equipment

Motion was made by Westendorf to approve the transfer of funds listed above from the checking account into the designated saving accounts, Davis seconded the motion. Motion passed with a unanimous vote.

Motion was made by Conrad to approve the payment of bills list below, Davis seconded the motion. Motion passed with a unanimous vote.

Osweiler was asked to send a letter to 214 north Ellis concerning the height of their yard. She will also have a notice put in the paper informing residents that setting off fireworks in city limits is illegal at all times of the year and citations will be issued for this violation.

Motion was made by Hill, seconded by Westendorf to adjourn. Motion carried unanimously. Meeting adjourned at 9:00 P.M. There will be a special meeting on July 7th at 8 p.m. in city hall. The next regular scheduled council meeting will be on July 17, 2017, in city hall at 7 p.m.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK NIKI OSWEILER