

**AGENDA  
KEOTA CITY COUNCIL  
KEOTA CITY HALL  
309 E. BROADWAY AVE.  
JULY 6, 2020  
7:00 P.M.**

**1. Roll Call**

**2. Invocation by Councilman Burroughs**

**3. \*Approve Consent Agenda**

*Note: These are routine items and will be enacted by one motion without separate discussion unless a Council member requests an item be removed for separate consideration.*

- a. Minutes of June 15, 2020 meeting
- b. Bills for Payment

**4. Citizen Comments**

*While Citizen's Comments are not required by law, the Mayor and City Council welcome comments from the public. An opportunity to speak is not guaranteed, and is allowed at the discretion of the Chair. You are asked to state your name and address for the record and to limit your remarks to 3 minutes in order that others may be given the opportunity to speak.*

*The following requirements will be enforced by the Mayor and City Council;*

- *All comments must be directed at the Council*
- *Only the citizen given the chair to speak is allowed to speak. Anyone else speaking will be removed from the meeting.*
- *You may ask questions to the Council; however, your questions will not be answered during Citizens comments and will be considered, though no answer guaranteed, during the Council's debate.*
- *Once Citizens comments are complete there is to be no talking or comments from the gallery. Any citizen speaking once Citizen's comments are complete will be removed from the meeting.*

*Please remember, Robert's Rules of Order requires that all debate be conducted by the Council without interruption from the gallery and is enforceable by law. Likewise, the Council is not to enter into debate with the public during the meeting. If a Councilman asks a question of a Citizen, the Citizen will be allowed to answer the question only.*

*Robert's Rules of Order also states that the Order of Business is at the discretion of the Chair who is the Mayor.*

**5. Department/Committee Reports**

- a. Tammy Wetjen-Kesterson, Director, Iowa/Jefferson/Keokuk County Early Childhood Iowa

**6. Business**

- a. \*Approve 28-E Agreement with Washington County Conservation for KeWash Trail
- b. \*Keota Pool Advocates Updates
- c. Approve Esther Burroughs as member of Board of Adjustments
- d. \*Approve Resolution 2020-29: Museum Board Members
- e. \*Approve Resolution 2020-30: Destroy Records
- f. \*Approve Resolution 2020-31: Library Board Member
- g. \*Approve Resolution 2020-32: Warranty Deed for 225 E. Broadway Ave.
- h. \*Approve Liquor License for Keota Eagle Foods
- i. \*Approve Letter of Support SDF Properties LLC – Community Catalyst Grant Extension
- j. \*Approve Letter for June 29, 2020 Incident

**7. Clerk/Council Comments**

**8. \*Adjournment**

\*Mayor Anthony Cansler\*Councilman Matt Greiner\*Councilman Curt Burroughs  
\*Councilman Keith Conrad\*Councilman Mike Bender\*Councilman Rod Hill

\*Public Works Director Kevin Slaubaugh\*Public Works Employee Kevin Miller\*Police Chief Doug Conrad  
\*City Clerk Tomisha Hammes

June 15, 2020

The Keota City Council Meeting was called to order at 7:01 p.m. on Monday, June 15, 2020, by Mayor Anthony Cansler.

Council members answering roll call were: Curt Burroughs, Mike Bender, Matt Greiner, Keith Conrad, and Rod Hill. City Employee present was Tomisha Hammes. Also in attendance was Rich Klein, Sheila Horras, Jim Tinnes, Heath McDonald, Kathy Davis, Dan Flynn, Karen Sypherd, Carl Sigler, Judy Sigler, Kathy Ewald, Tim Minard, and Ryan Sieren.

Councilman Burroughs gave the Invocation.

Motion was made by Councilman Burroughs to approve the consent agenda including minutes from the June 1, 2020 meeting, May month end financials, and payment of bills. Councilman Bender seconded the motion. Motion passed with a unanimous vote.

**CITY OF KEOTA  
JUNE 15, 2020 COUNCIL MEETING  
FOR PERIOD JUNE 2 - JUNE 15, 2020**

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
BURROUGHS, ESTHER	\$25.22	Payroll
CONRAD, DOUGLAS L.	\$1,803.00	Payroll
GREINER, ASHLEY	\$25.22	Payroll
GREINER, TONIA	\$745.97	Payroll
HAMMES, TOMISHA	\$1,037.03	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,458.56	Payroll
EFTPS	\$1,812.80	Employee Withholdings
FARMERS COOPERATIVE	\$2,520.42	All Dept. Veh. O & M - Skid Loader/Sewer truck tires
JEFF GARMAN	\$1,875.00	Cemetery Mowing Contract
MERLYN DETWEILER	\$15.00	Park - Mower Blade Sharpening
ACTION SERVICES	\$143.75	Park - Monthly Service
MID-AMERICA PUBLISHING	\$471.56	All Dept. Printing & Publishing
UNITED STATES POST OFFICE	\$56.00	All Dept. Post Office Box
VERIZON	\$40.01	Police - Hot Spot
QUILL	\$188.89	All Dept. Office Supplies
ION ENVIRONMENTAL SOLUTIONS	\$1,810.80	Water/Sewer - Operations & Labs
IOWA DEPT. OF NATURAL RESOURCES	\$175.00	Storm Water Permit Fee
THE NORTHWAY CORP.	\$12,908.77	Water - Retention Basin Pump #1
HICKENBOTTOM INC.	\$172.18	Sewer - Operating Supplies
QUAD CITIES WINWATER	\$2,308.40	Water - Water Meters
WATER SOLUTIONS UNLIMITED INC.	\$381.98	Water - Hypochloride
US CELLULAR	\$194.56	All Dept. - Cell Phones
VISION AG	\$200.00	All Dept. Grass Seed
ALL AMERICAN PEST CONTROL	\$65.00	City Hall/Maintenance Shop - Pest Control
CELESTE WOLTERING	\$75.00	Water Deposit - Refund for Finalized Bill
MUNICIPAL SUPPLY INC.	\$146.25	Sewer - Operating Supplies
JJ NICHTING	\$7.94	Park - Operating Supplies
IOWA LEAGUE OF CITIES	\$846.00	All Dept. Membership Dues
RIVER PRODUCTS CO.	\$27.36	Roads - Street Repair
<b>TOTAL</b>	<b>\$32,720.22</b>	

May 2020 Month End Financia

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,174.23	\$87.90		\$39,262
LIBRARY CD 2	\$30,796.36	\$69.10		\$30,865
SEWER CD	\$144,633.11	\$324.53		\$144,957
SEWER VEH CD	\$20,436.52			\$20,436
WATER CD	\$68,958.00			\$68,958
WATER VEH CD	\$420.79	\$2.10		\$422
DARE	\$877.62			\$877
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,448.61	\$0.12		\$1,448
GEN FD LIBR INV	\$4,977.89	\$0.42		\$4,978
LIB BUILDING	\$1,304.45	\$0.11		\$1,304
LIB MEMORIALS	\$305.81			\$305
PERPETUAL CARE FUND	\$7,510.17	\$0.64		\$7,510
POLICE VEHICLE INV	\$22,297.50	\$1.89		\$22,299
PARK & CEM VEH	\$8,605.60	\$0.45	\$8,000.00	\$606
CITY HALL BLDG RPR	\$19,205.04	\$1.63		\$19,206
CIVIL DEFENSE FU	\$3,173.02	\$0.27		\$3,173
KEOTA DAYCARE	\$1,189.44	\$0.10		\$1,189
WILSON MEMORIAL LIB	\$17,563.09	\$1.49		\$17,564
T&A METER INV	\$23,657.27	\$2.01		\$23,659
SIDEWALK SAVINGS	\$14,516.66			\$14,516
WTR VEH SAVINGS	\$24,454.30			\$24,454
WTR TWR MAIN SAVINGS	\$9,639.36			\$9,639
SEWER VEH SAVINGS	\$8,115.71			\$8,115
SNOW EQUIPMENT SAVINGS	\$5,068.96			\$5,068
CHECKING	\$564,520.30	\$170,785.08	\$130,862.32	\$604,443
GENERAL		\$97,981.02	\$29,556.37	
GENERAL - LOCAL				
OPTION		\$6,014.64		
DARE				
ROAD USE		\$9,524.48	\$3,296.41	
EMPLOYEE BENEFITS			\$1,678.46	
DEBT SERVICE		\$949.56		
CAPITAL IMPROV				
RESER		\$6,336.48		
LIBRARY		\$86.35	\$3,027.97	
LIBRARY MUSEUM				
WATER		\$25,513.46	\$21,514.93	
CP. WTR. TRTMNT.				
PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS				
ST				
CP. WTR MAIN				
BROAD/DAVIS				
UTILITY DEPOSITS		\$1,000.00		
SEWER		\$18,581.44	\$8,751.94	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,075,837

Citizen Comments: There were no comments.

Department Reports:

-Officer Doug Conrad submitted a written report. For the reporting period of May 29 through June 14, 2020, there were fifteen (15) service calls/complaints and no citations issued. Service Calls/Complaints: one burglary, one theft, one vandalism, one controlled substance, one intoxication, one disorderly conduct, one accident (traffic), one assist and serve, one lost and found, two dog/cat/ misc. animal, one traffic violation, one parking, two domestic abuse.

-Library – There is a large book sale going on at the library.

-Public Works – There was a service water line break on South Fulton Street due to the amount of water being used for the road construction. Slaubaugh has requested that outside contractors needing large amounts of water use other sources as it is hard on the City's system to try to keep up with the demand.

Dan Flynn gave a Pool Advocates update. There will be a garage sale this weekend with proceeds going to the pool project. The Advocates will be back in August to discuss where they are at with the fundraising. Since COVID-19 hit, numerous fundraisers had to be cancelled and the WCRF spring grant cycle was also cancelled. Councilman Bender stated that in August is when they will discuss putting the pool bond issue on the November ballot for the residents to vote on.

The clerk did the final reading of Ordinance 2020-282: Open Burning Restrictions. There was a petition presented with thirty-nine (39) signatures stating that they do *not* want the Keota City Council to allow burning of leaves or household garbage and/or trash within the city limits.

Motion was made by Councilman Bender to approve Ordinance 2020-282: Open Burning Restrictions. Councilman Greiner seconded the motion. Roll call vote: Ayes – Bender; Nays – Burroughs, Greiner, Conrad, Hill; Abstain – None; Absent – None. Motion failed by a 4-1 majority vote.

The clerk did the final reading of Ordinance 2020-284: Animal Ordinance. Councilman Conrad asked what would be considered the satisfactory evidence to prove that a dog is a pit bull and would the city have to pay to show proof. Councilman Burroughs stated that in conversations with the city attorney, it was stated that a photo would be considered satisfactory evidence to prove it was a pit bull dog.

Motion was made by Councilman Conrad to approve Ordinance 2020-284: Animal Ordinance. Councilman Bender seconded the motion. Roll call vote: Ayes – Burroughs, Bender, Greiner, Conrad; Nays – Hill; Absent – None; Abstain – None. Motion passed with a 4-1 majority vote.

Ordinance No. 2020-284: AN ORDINANCE AMENDING THE CITY OF KEOTA, IOWA, 2017 MUNICIPAL CODEBOOK OF ORDINANCES – ANIMAL CONTROL

**BE IT ENACTED** by the City council of the city of Keota, Iowa:

**SECTION 1.** Title IV, Chapter 1, Sections 8, 11, and 12 of the City of Keota, Iowa, 2017 Municipal Codebook of Ordinances, is hereby repealed and the following adopted in lieu thereof:

**4-1-8 DANGEROUS ANIMALS**

1. **Dangerous Animals Prohibited.** No person shall keep, shelter, or harbor for any purpose within the City limits a dangerous animal except for the following circumstances;
  - a. Animals under the control of a law enforcement or military agency.
2. **Definitions.** A dangerous animal is:
  - a. Any animal which is not naturally tame or gentle, and which is of a wild nature or disposition, and which is capable of killing, inflicting serious injury upon, or causing disease among human beings or domestic animals, and having known tendencies as a species or breed to do so.
  - b. The following are animals which shall be deemed to be dangerous animals per se:
    - i. Lions, tigers, jaguars, leopards, cougars, lynx, and bobcats;
    - ii. Wolves, coyotes, and foxes;
    - iii. Badgers, raccoons, wolverines, weasels, skunks, and mink;

- iv. Bears;
  - v. Monkeys, chimpanzees, and apes;
  - vi. Alligators and crocodiles;
  - vii. Scorpions and gila monsters;
  - viii. Snakes that are venomous or constrictors;
  - ix. Any animals declared to be dangerous by the City Council.
3. **Pit Bull Breeds Prohibited.** No person shall keep, shelter, or harbor for any purpose within the City limits, a Pit Bull as defined in this ordinance.
  - a. Pit Bull dogs defined as the following;
    - i. American Pit Bull Terrier
    - ii. American Staffordshire Terrier
    - iii. Staffordshire Bull Terrier
    - iv. Or any dog displaying a majority of the distinguishable physical characteristics as set forth and established as physical characteristics by the American Kennel Club, United Kennel Club for any of the aforementioned breeds.
  - b. The City shall bear the burden of proof to show the dog is a pit bull by clear, convincing, and satisfactory evidence.
4. **Vicious Animal Definition.** A vicious animal means any animal, except for a dangerous or banned animal as listed above, that has attacked, bitten or clawed a person and the attack was unprovoked, or any animal that has exhibited vicious tendencies in the past or present conduct.
5. In the event that a dangerous animal, banned animal, or vicious animal (as defined in this ordinance) is found at large and unattended upon public property, park property, public right-of-way, or the property of someone other than its owner, thereby creating a hazard to persons or property, such animal may, at the discretion of the Mayor or Peace Officer, be destroyed if it cannot be confined or captured. The City shall be under no duty to attempt the confinement or capture of a dangerous, banned, or vicious animal (as defined in this ordinance) found at large, nor shall it have a duty to notify the owner of such animal prior to its destruction.
6. Upon the complaint of any individual that a person is keeping, sheltering or harboring a dangerous, banned, or vicious animal (as defined in this ordinance) on premises in the City, the Mayor or Peace Officer shall cause the matter to be investigated and if after investigation, the facts indicate that the person named in the complaint is keeping, sheltering or harboring a dangerous, banned, or vicious animal (as defined in this ordinance) in the City, the Mayor or Peace Officer shall order the person named in the complaint to safely remove such animal from the City or destroy the animal within three days of the receipt of such an order. Such order shall contain the following and be delivered in person or by certified mail:
  - a. A copy of the ordinance;
  - b. A description of ordinance violation;
  - c. Order of compliance;
  - d. Information of procedure of appealSuch order and notice to remove such animal shall not be required where such animal has previously caused serious physical harm or death to any person, in which case the Mayor or Peace Officer shall cause the animal to be immediately seized and impounded or killed if seizure and impoundment are not possible without risk of serious physical harm or death to any person.
7. The order to remove a dangerous, banned, or vicious animal (as defined in this ordinance) issued by the Mayor or Peace Officer may be appealed to the Council. In order to appeal such order, written notice of appeal must be filed with the Clerk within seven days after receipt of the order contained in the notice to remove the dangerous, banned, or vicious animal (as defined in this ordinance). Failure to file such written notice of appeal shall constitute a waiver of the right to appeal the order of the Mayor or Peace Officer.
8. The notice of appeal shall state the ground for such appeal and shall be delivered personally or by certified mail to the Clerk. The hearing of such appeal shall be scheduled within seven days of the

receipt of the notice of appeal. The hearing may be continued for good cause. After such hearing, the Council may affirm or reverse the order of the Mayor or Peace Officer. Such determination shall be contained in a written decision and shall be filed with the Clerk within three days after the hearing or any continued session thereof. If the Council affirms the action of the Mayor or Peace Officer the owner may be responsible for all costs associated with the maintenance of the animal. However, if the Council over turns the action of the Mayor or Peace Officer, the dog will be returned to the owner and no costs shall be assessed against them.

9. If the Council affirms the action of the Mayor or Peace Officer, the Council shall order in its written decision that the person owning, sheltering, harboring, or keeping such dangerous, banned, or vicious animal (as defined in this ordinance) remove such animal from the City or destroy it. The decision and order shall immediately be served upon the person against whom rendered in the same manner as the notice of removal. If the original order of the Mayor or Peace Officer is not appealed and is not complied with within three days, or the order of the Council after appeal is not complied with within three days of its issuance, the Mayor or Peace Officer is authorized to seize, impound or destroy such dangerous, banned, or vicious animal (as defined in this ordinance). Failure to comply with an order of the Mayor or Peace Officer issued pursuant to this chapter and not appealed, or of the Council after appeal, constitutes a misdemeanor offense for each day of failure to comply.

#### **4-1-11 ANIMALS AND FOWL**

1. It shall be unlawful for a person to keep within the City limits cattle, horses, swine, sheep, goats, ostriches, emus, rheas, or guinea fowl unless any parcel of land is greater than two and a half (2.5) acres.
2. Animals and small fowl such as pigeons and quail; medium fowl such as pheasants, chickens and ducks; and large fowl such as geese, turkeys, and peafowl which are of such type and nature that State and National Associations exist establishing norms for breeding, confining and rearing shall be allowed, provided that:
  - a. Cages, hutches, coops, cotes, lofts or other confinement shall be at least 35 feet away from any neighboring residence; such enclosures shall be of sufficient size to house the number of fowl permitted.
  - b. The area is maintained free of odors, insects and rodents, and excessive noises such as crowing, cackling, and gobbling, causing no safety or health hazards to the general public or interfering with the enjoyment of life and property by any neighboring resident.
  - c. Animals and fowl included in this subsection shall be fed in the confines of their enclosures; all grains and food shall be stored in rodent proof containers.
  - d. On any parcel of land which is a single lot, such animals shall be limited to five (5) large fowl, ten (10) medium fowl, and twenty (20) small fowl consisting of no more than two species.
  - e. On any parcel of land which is a double lot and smaller than two and a half (2.5) acres, such animals shall be limited to ten (10) large fowl, twenty (20) medium fowl, and thirty (30) small fowl consisting of no more than four species.
  - f. All animals and fowl in this subsection must be permanently fenced and may not be enclosed or fenced in the front yard of a dwelling.
  - g. The young produced by any animals or fowl within this subsection may be maintained with the parent animals for a period of approximately eight weeks but in no case more than ten weeks.
  - h. It shall be unlawful for a person to keep within the City limits more than one (1) rooster of crowing age.
3. Dead Animals
  - a. No person shall place any dead animal in any street, alley or other public place in the City or allow any dead animal which he or she owned or for which he or she had control to remain in any street, alley or other public place or on the premises of any person within the City for more than five hours. If an animals dies in any street, alley or other public place or on the premises of any person within the City, the person who owned or had possession and control of the animal

prior to death shall remove or cause to be removed the carcass within five hours from the time the animal dies and shall have the carcass desiccated or cremated.

4. No person shall abandon any animal or fowl within the corporate limits.
5. No owner of any animal or fowl shall allow such animal or fowl to cause damage to or interfere with the property of another.

#### **4-1-12 PENALTIES FOR VIOLATIONS**

1. Any person guilty of violating the provisions herein shall be guilty of a simple misdemeanor and shall be subject to a fine of one hundred dollars (\$100.00) or a municipal infraction per offence.

**WHEN EFFECTIVE.** This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law. Passed and approved by the Keota City council on the 15<sup>th</sup> day of June, 2020.

The city clerk did the first reading of Ordinance 2020-285: Building and Land Use Regulations – Fees.

Motion was made by Councilman Burroughs to waive the 2<sup>nd</sup> and 3<sup>rd</sup> reading of Ordinance 2020-285: Building and Land Use Regulations – Fees. Councilman Conrad seconded the motion. Roll call vote: Ayes – Burroughs, Bender, Greiner, Conrad, Hill; Nays – None; Absent – None; Abstain – None. Motion passed with a unanimous vote.

Motion was made by Councilman Burroughs to approve Ordinance 2020-285: Building and Land Use Regulations – Fees. Councilman Bender seconded the motion. Roll call vote: Ayes – Burroughs, Bender, Greiner, Conrad, Hill; Nays – None; Absent – None; Abstain – None. Motion passed with a unanimous vote.

Ordinance No. 2020-285: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE BUILDING AND LAND USE REGULATIONS.

**BE IT ENACTED** by the City Council of the City of Keota, Iowa:

**SECTION 1.** Title VI, Chapter 12, Section 5 of the Keota Municipal Code, 2017, is hereby repealed and the following adopted in lieu thereof:

Title VI, Chapter 12, Section 5: FEES. The following fees shall accompany applications:

Sidewalks:	\$10.00
Fence:	\$10.00
Deck:	\$25.00
Residential Structure:	\$50.00
Commercial Structure:	\$100.00

**SECTION 2. REPEALER.** That all other ordinances or parts of ordinances in conflict herewith are repealed.

**SECTION 3. SEVERABILITY CLAUSE.** That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Keota, Iowa, hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

**SECTION 4. WHEN EFFECTIVE.** This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law. Passed and approved by the Keota City council on the 15<sup>th</sup> day of June, 2020.

Motion was made by Councilman Burroughs to approve Resolution 2020-28: Employee Handbook Updates including the change of new hires after July 1, 2020 are eligible for only single plan health care and establishing a Personnel Committee to do the employee evaluations. Councilman Bender seconded the motion. Roll call vote: Ayes – Burroughs, Bender, Greiner, Conrad, Hill; Nays – None; Absent – None; Abstain – None. Motion passed with a unanimous vote.

Discussion on the 28-E Agreement with the Washington Conservation Board was held regarding who would pay for the gravel on the KeWash Trailhead area. The Council stated that the City of Keota would pay for the gravel, but they request that Washington County then level and maintain it. The information will be submitted to the Washington County Conservation Board with the potential to approve the 28-E Agreement at the next City

of Keota Council Meeting.

Motion was made by Councilman Bender to appoint the News Review as the official paper for the City of Keota due to the Keota Eagle being absorbed by the News Review. Councilman Conrad seconded the motion. Motion passed with a unanimous vote. There is an option to look at other newspapers in the future if there isn't an adequate amount of Keota news in the News Review.

Motion was made by Councilman Conrad to approve the building permit for a fence at 207 N. Ellis Street. Councilman Greiner seconded the motion. Motion passed with a unanimous vote.

Motion was made by Councilman Conrad to approve the building permit for a deck at 206 W. Broadway Avenue. Councilman Bender seconded the motion. Motion passed with a unanimous vote.

Motion was made by Councilman Conrad to approve the building permit for a fence at 109 N. Lincoln Street. Councilman Bender seconded the motion. Motion passed with a unanimous vote.

Motion was made by Councilman Burroughs to approve the letter of support to request a change in the amortization loan schedule for the Nuisance Abatement Loan for the SDF Properties, LLC loan from the Iowa Economic Development Authority. Councilman Greiner seconded the motion. Motion passed with a unanimous vote.

Discussion was held on the Agreement and Contract for Fire Protection between the City of Keota and the Keota Fire Department. The contract is the same as the previous years with one change. The city hall will be moving to a new location and the Keota City Council will own the building the fire department is housed in, but the fire department will then be able to use the whole building for their own purposes. The Keota City Council is requesting that the Keota Fire Department pay all the electrical and gas for the fire station since the city hall will no longer be located there. The Keota City Council would still maintain the building itself, but any interior changes that the fire department chooses to make the Council stated that they need to look for grants to pay for the changes. The Council stated that the city would be open to taking over paying the electrical bills for the siren at the fire station. The Keota Fire Department will have a Board meeting to discuss and let the Council know their decisions.

Clerk/Council/Mayor Comments: The clerk stated that Misc. on Main is working on the inlay stickers for the clock at the new city hall location. She will be having a conference call with Tammy Wetjen-Kesterson, Director Iowa/Jefferson/Keokuk County Early Childhood Iowa, on Tuesday, June 16, 2020 at 9:30 a.m. to discuss where we are at with the Daycare Survey and get any updates from her. Dan Levi, Levi Architecture, will be down either on July 14 or 15, 2020 to do the walk through of the library to see if there is potential for it to be turned into a daycare facility. The property sale for 201 South Davis Street has been finalized, so per the agreement, the new owners have twenty-four (24) months to erect a structure on that property. Councilman Burroughs thanked the residents for coming out and voicing their opinions at the last few meetings. Councilman Bender stated that he is frustrated with the ATV/UTV and Golf Cart Ordinances because people are not following the laws. He stated that as we are having the meeting a golf cart drove by on Broadway Avenue with kids driving and kids standing in the back of it. They aren't allowed on Broadway Avenue with golf carts, the legal age to drive the carts is 18 years unless going to the golf course, and people aren't allowed to stand on the back of the golf carts. Councilman Conrad and Councilman Greiner both agreed that people are not following the ATV/UTV and golf cart ordinances, so we need to figure out a way to let those people who have ATVs/UTVs and golf carts know what the ordinances are and that they need to be registering them. Mayor Cansler stated that as a community if you see something going on then contact authorities or the Mayor/Council and let them know. With a one person police department, he can't be everywhere, so it is up to us as a community do help out and say something if you see someone doing something wrong. He thanked all those that have been coming and voicing their opinions – it helps the Council to make decisions by hearing what the public wants or doesn't want.

Motion was made by Councilman Conrad to adjourn at 8:17 p.m. Councilman Bender seconded the motion. Motion passed with a unanimous vote. The City Council will next meet on Monday, July 6, 2020, starting at

7:00 p.m.

---

MAYOR ANTHONY CANSLER

ATTEST:

---

CITY CLERK TOMISHA HAMMES

\*These are not official minutes. All documents/ordinances/resolution can be viewed at the Keota City Hall.  
These minutes will be approved at the next council meeting.\*

CITY OF KEOTA  
 JULY 6, 2020 COUNCIL MEETING  
 FOR PERIOD JUNE 16 - JULY 6, 2020

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
BURROUGHS, ESTHER	\$27.44	Payroll
CONRAD, DOUGLAS L.	\$1,803.00	Payroll
GREINER, ASHLEY	\$27.44	Payroll
GREINER, TONIA	\$931.06	Payroll
HAMMES, TOMISHA	\$1,037.03	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,458.56	Payroll
EFTPS	\$1,827.65	Employee Withholdings
IPERS	\$2,649.80	Employee Benefits
UNITED STATES POST OFFICE	\$129.85	Water/Sewer - Water Bill Postage
ALL AMERICAN PEST CONTROL	\$30.00	Library - Pest Control
ANDY CONRAD	\$400.00	Library - Computer Maintenance
BUDGET BLINDS	\$2,007.00	Library - Blinds
CENGAGE LEARNING	\$320.73	Library - Memorial Books
CENTERPOINT LARGE PRINT BOOKS	\$44.34	Library - 2 LG Print Books
COUNTY LINE MART LLC	\$150.00	Library - Gift Certificates for Summer Reading Program
GARY YOUNG	\$130.00	Library - Labor
INFOMAX OFFICE SYSTEMS	\$280.34	Library - Copier Lease
JAMES FAMILY GREENHOUSE	\$125.00	Library - Mulch
NATIONAL GEOGRAPHIC	\$49.00	Library - Magazine Subscription
PIONEER WOMAN	\$12.00	Library - Magazine Subscription
PROFESSIONAL BINDING PRODUCTS	\$249.00	Library - Laminator
THE RARE GROUP	\$175.00	Library - Summer Reading Program
TONI GREINER	\$6.69	Library - Program Supplies
WINDSTREAM	\$142.82	Library - Phone/Fax
SDF PROPERTIES LLC	\$60,000.00	Economic Development - Community Catalyst Grant from IEDA
DEWITT PUBLIC LIBRARY	\$1,934.00	Building Repair/Maintenance - Library Shelving Units
H & M FARM & HOME	\$184.99	Streets - Carpenter Street Alley Gate
COX SANITATION	\$3,243.00	Garbage - Pick Up/Bags
WINDSTREAM	\$187.61	All Dept. Phone/Fax
WELLMARK BLUE CROSS/BLUE SHIELD	\$9,079.55	Employee Health Benefits
IOWA ONE CALL	\$19.80	Water/Sewer - Locates
TREMMEL BACKHOE SERVICE	\$1,130.00	Water/Sewer - Repairs
SINCLAIR TRACTOR	\$1,087.85	All Dept. - Skid Loader Window/Brush
GPM	\$412.00	Water - Service Call to Calibrate Meter
ALLISON PAPPAS	\$100.00	Water - One Year Non-Delinquent Deposit Refund
JESSE CHLOUPEK	\$100.00	Water - One Year Non-Delinquent Deposit Refund
SHAR GREINER	\$100.00	Water - One Year Non-Delinquent Deposit Refund
PATTY TINNES	\$100.00	Water - One Year Non-Delinquent Deposit Refund
ALICIA SIEREN	\$100.00	Water - One Year Non-Delinquent Deposit Refund
ROBERTA BUSH	\$100.00	Water - One Year Non-Delinquent Deposit Refund
ANNA DAVILA	\$100.00	Water - One Year Non-Delinquent Deposit Refund
LAUREN HERRON	\$100.00	Water - One Year Non-Delinquent Deposit Refund
ASHLEY REYNOLDS	\$100.00	Water - One Year Non-Delinquent Deposit Refund
CALVIN RAY TWEEDY	\$100.00	Water - One Year Non-Delinquent Deposit Refund
JOE WEBER	\$100.00	Water - One Year Non-Delinquent Deposit Refund
KEOTA VOLUNTEER FIRE DEPT.	\$14,104.16	Fire Protection
BANYON SOFTWARE	\$2,385.00	All Dept. Software
FIRST NATIONAL BANK	\$339.02	Library - Books/Programs
FIRST NATIONAL BANK	\$102.38	Building Repair/Maintenance - Supplies
FIRST NATIONAL BANK	\$222.75	Police - Badge/Veh. O & M
ALLIANT ENERGY	\$7,870.83	All Dept. Electric/Gas
MALLEY HARDWARE	\$190.91	All Dept. Supplies
KEOTA EAGLE FOODS	\$57.64	All Dept. Supplies
ACTION SERVICES INC.	\$95.00	Park - Porta Potty
ION ENVIRONMENTAL SOLUTIONS	\$1,810.80	Water/Sewer July Operations and Labs
VERIZON WIRELESS	\$40.01	Police - Hot Spot
PRINTERS WORKSHOP	\$265.50	All Dept. Numbered City Receipts

TOTAL \$121,056.88

**REPORT OF THE CHIEF OF POLICE TO THE KEOTA CITY COUNCIL**

**REPORT PERIOD – June 15<sup>th</sup> Through June 30<sup>th</sup> 2020**

**COMPLAINTS AND OR SERVICE CALLS RECEIVED – 27**

**CITATIONS ISSUED – 00**

Respectfully Submitted,

Doug Conrad  
Chief of Police

CATEGORIES OF COMPLAINTS RECEIVED FOR THE PERIOD, June 15<sup>th</sup> THROUGH, June 30<sup>th</sup> 2020.

1. HOMICIDE		29. MENTAL	2
2. RAPE		30. SUICIDE/Statements	1
3. ROBBERY		31. SNOWMOBILE	
4. ASSAULT		32. ACCIDENT (TRAFFIC)	
5. BURGLARY		33. ACCIDENT (OTHER)	
6. THEFT	2	34. ASSIST AND SERVICE	2
7. MOTOR VEHICLE THEFT		35. FIRE	
8. SIMPLE ASSAULT	2	36. ALARMS	
9. ARSON		37. ATTEMPT TO LOCATE	1
10. FORGERY		38. CIVIL DISPUTE	
11. FRAUD		39. DEATH AND BODIES FOUND	1
12. EMBEZZLEMENT		40. GUN SHOTS	
13. PROPERTY (BUY AND REC.)		41. MISC. INVESTIGATIONS	
14. VANDALISM		42. MISC. COMPLAINTS	3
15. WEAPONS		43. MISC. (NO OFFICER)	
16. PROSTITUTION		44. LOST AND FOUND	1
17. SEX OFFENSES		45. REC. STOLEN PROPERTY	
18. CONTROLLED SUBSTANCES	2	46. DOG, CAT, & MISC. ANIMAL	1
19. GAMBLING		47. LIVESTOCK	
20. FAMILY AND CHILDREN		48. WILDLIFE	
21. OWI		49. WEATHER	
22. LIQUOR LAWS		50. ROAD CONDITIONS	
23. INTOXICATION		51. TRAFFIC VIOLATIONS	3
24. DISORDERLY CONDUCT	1	52. VEHICLES (ABANDON)	1
25. TRESPASS	2	53. PARKING	
26. OTHER CRIMINAL VIOLATIONS		54. BOAT AND RECREATION	
27. SUSPICION		55. HUNTING	
28. JUVENILE		56. DOMESTIC ABUSE	2
		57. Harassment	
		58. Scams	
		TOTAL	27

## 28E AGREEMENT

THIS 28E AGREEMENT (the "Agreement") entered into by and between the City of Keota, Iowa, 309 E. Broadway Avenue, PO Box 77, Keota, Iowa 52248 (hereafter referred to as the "City") and the Washington County Conservation Board, 2943 Highway 92, Ainsworth, Iowa 52201 (hereafter referred to as the "WCCB").

WHEREAS, the City and the WCCB have collaborated on recreational trail improvements in the past and plan to continue this cooperation in the future in accordance with current and future planning processes and governing body policy decisions; and

WHEREAS, with these improvements come additional maintenance demands, and the City and WCCB wish to outline each entity's responsibility in regard to future trail maintenance.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- 1. PURPOSE.** The purpose of this 28E Agreement is to set forth the duties and obligations of the City and WCCB in connection with future trail maintenance responsibilities.
- 2. SEPARATE ENTITY.** Further, it is hereby noted that no separate legal entity shall be created by this Agreement and the Keota City Council and Washington County Conservation Board shall administer its provisions.
- 3. DUTIES AND RESPONSIBILITIES OF THE PARTIES.**
  - A. Following completion of the Keota trail head, the City shall be responsible for all future maintenance and improvements of the newly created shelter and parking area. This will include but is not limited to: mowing, general maintenance, etc.
  - B. The WCCB agrees to continue assisting with the maintenance of vegetation along the Kewash Nature Trail, east of the City of Keota. This would include the continued management of the native seeding's along the trail. Management of these seeding's may include but is not limited to: prescribed burns, mowing, etc.
  - C. The WCCB agrees to continue assisting with the maintenance of the current 3/8 minus trail substrate. Maintenance may include but is not limited to: leveling, vegetation management, rolling, dragging, etc. In the event that additional material needs to be added to the trail the City will pay for all material costs.

D. The WCCB shall be responsible for the operation and maintenance of all other aspects of the Kewash Nature Trail east of parcel number: 0530151010.

**4. TERM AND TERMINATION OF THIS AGREEMENT.** This Agreement shall remain in full force and effect from the approval and execution of the Agreement by the WCCB and the City. It may be terminated or amended by mutual agreement of the parties, subject to formal approval by each governing body.

**5. DEFAULT AND REMEDIES.** In the event that either party to this Agreement defaults on its obligations, the non-defaulting party shall send notice of said default to the other party requesting that said default be remedied within 30 days. In the event that the defaulting party fails to remedy said default within said 30-day period, the non-defaulting party may terminate this Agreement and file an action in the Iowa District Court for Washington County to pursue any remedy allowed by law or equity. In the event that the non-defaulting party prevails in such an action, the defaulting party will also owe the non-defaulting party reasonable attorneys' fees and costs for prosecuting said action to enforce the terms of this Agreement.

**6. NOTICES.** All notices given under this Agreement shall be in writing and shall be deemed delivered on the date of placing the notice in the U.S. Mail, postage prepaid, to the following address:

For the WCCB:

Washington County Conservation Board  
2943 Highway 92  
Ainsworth, IA 52201  
ATTN: Executive Director

For the City:

309 E. Broadway Avenue  
PO Box 77, Keota, Iowa 52248  
ATTN: City Mayor

**7. INDEMNITIES.** Each party to this Agreement expressly agrees to save and hold the other party, its employees and agents, harmless from any and all claims filed against both or either party arising from the performance of the duties and obligations under this Agreement.

**8. FILING.** Following approval of this agreement by the Parties, the Agreement shall be filed with the Washington County Recorder and with the Secretary of State for the State of Iowa, by the Washington County Auditor.

Executed and approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

CITY:

---

**Tony Cansler, Mayor**

ATTEST:

---

**Tomisha Hammes, City Clerk**

Executed and approved this \_\_\_\_ day of \_\_\_\_\_, 2018.

WCCB:

---

**Craig Capps, Chairman**

ATTEST:

---

**Zach Rozmus, Executive Director**

**RESOLUTION 2020-29**

A RESOLUTION APPOINTING THE FOLLOWING NAMED PERSON(S) AS A MEMBER OF THE MUSEUM BOARD FOR THE CITY OF KEOTA, IOWA.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given for the appointment of the following named people to serve on the Museum Board for the terms hereafter set out:

- Karen Sypherd – July 31, 2024
- Jill Baetsle – July 31, 2024
- Dan Flynn – July 31, 2024
- Wanda Baumert – July 31, 2024

WHEREUPON, Resolution 2020-29 is passed and approved this 6<sup>th</sup> Day of July, 2020.

\_\_\_\_\_  
MAYOR ANTHONY CANSLER

ATTEST:

\_\_\_\_\_  
CITY CLERK TOMISHA HAMMES

<b>ROLL CALL VOTE</b>				
<b>COUNCIL MEMBER NAME</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
MIKE BENDER				
KEITH CONRAD				
MATT GREINER				
ROD HILL				
CURT BURROUGHS				

Keota Museum Board met on Wednesday, June 17, 2020 at Wilson Memorial Library for its monthly meeting. The meeting was called to order by President Karen Sypherd. Those present were: Karen Sypherd, Jill Baetsle, Wanda Baumert, Jeri Klein, John Greiner, and Dan Flynn. Absent was Larry Sanders.

The minutes of the previous meeting on February 19, 2020 were read and approved.

Treasurer Report – \$4,043.43. There were no bills presented.

Old Business – None.

New Business – A letter was received from Chris Slack regarding Edwin E. Neal, a photographer from Keota. He was interested in obtaining information regarding Mr. Neal and finding his heirs and looking for some of his tin types. We are unaware if we have any of Mr. Neal's tin types or if he has any remaining heirs.

We have been given the old bank clock which has remained in the basement of the bank; we received a Methodist Church E.E. Neal picture and an atlas with Productive Acres Advertising on it by Larry and Tana Huber.

We have been offered the last remaining Methodist Church window by Duane and Pat Sprouse. Bovard Studio in Fairfield have taken a look at the window and will send an estimate for its restoration process. We will then decide if we will be financially able to accept the donation since it will need to be re-leaded and a new frame built for it. We also talked about options of displaying the window in the old bank building (formerly Libertyville Savings Bank).

Karen and Wanda met up with David Fink to receive pieces of beautiful Singmaster crystal.

Thank yous will be sent to everyone.

A motion was made by Jeri, second by Dan to accept the four-year terms of Karen, Jill, Dan, and Wanda. These terms will expire July 31, 2024. Motion passed.

A motion was made and passed to elect Karen Sypherd as President; Dan Flynn as Vice President; John Greiner as Treasurer; and Jill Baetsle as Secretary.

A motion was made and passed to change the meeting time to 6:30.

The next board meeting will be held on Wednesday, July 15, 2020 at 6:30 p.m.

Motion made by Wanda, second by John to adjourn the meeting. Meeting adjourned.

Respectfully submitted,

/s/ Jill Baetsle, Secretary

**RESOLUTION NO. 2020-30**

**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**

**WHEREAS**, Section 372.13 (5) of the 2009 Iowa Code provides that the “Council shall determine its own rules and maintain records of its proceedings. City records and documents, or accurate reproductions, shall be kept for at least five years, except that ordinances, resolutions, Council proceedings, and records and documents relating to real property transactions and payroll shall be maintained permanently”; and

**WHEREAS**, the City Clerk reviewed the records and documents of the City of Keota for the possible destruction of unnecessary items; and

**WHEREAS**, said City Clerk having so reviewed the records and documents in the light of the provisions of Section 372.13 (5) of the 2009 Iowa Code recommended to the City Council that the records and documents set forth in the “Records Retention Schedule” be destroyed; and

**BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOTA, IOWA:**

That the City Clerk be and is hereby authorized to view said destruction and to certify that the records and documents referred to in the “Records Retention Schedule” were destroyed, when they were destroyed, and who authorized the destruction. Such certificate shall be in writing and shall be presented to the City Council at a regular meeting of the City Council and that such certificate shall be retained by the City of Keota in perpetuity.

PASSED AND APPROVED THIS 6<sup>TH</sup> DAY OF JULY, 2020.

By: \_\_\_\_\_  
Anthony Cansler, Mayor

ATTEST:

\_\_\_\_\_  
Tomisha Hammes, City Clerk

Documents Allowed to be Destroyed according to State of Iowa Law:

1. Bank Statements prior and through July 2014 – June 2015
2. Invoices prior and through July 2014 – June 2015
3. Receipts for Utility Billing prior and through July 2014 – June 2015
4. Check Stubs prior and through July 2014 – June 2015
5. Deposit Entry Registers prior and through July 2014 – June 2015
6. Agendas prior and through July 2014 – June 2015
7. Proof of Publication prior and through July 2014 – June 2015
8. Correspondence prior and through July 2014 – June 2015
9. Permits prior and through July 2014 – June 2015

<b>ROLL CALL VOTE</b>				
<b>COUNCIL MEMBER NAME</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>MIKE BENDER</b>				
<b>KEITH CONRAD</b>				
<b>MATT GREINER</b>				
<b>ROD HILL</b>				
<b>CURT BURROUGHS</b>				

Destroyed on: \_\_\_\_\_

Destroyed by: Kevin Miller

Way of Destruction: They were burnt outside city limits at the compost site.

**RESOLUTION 2020-31**

A RESOLUTION APPOINTING THE FOLLOWING NAMED PERSON(S) AS A MEMBER OF THE WILSON MEMORIAL LIBRARY BOARD FOR THE CITY OF KEOTA, IOWA.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given for the appointment of the following named person to serve on the Wilson Memorial Library Board for the term hereafter set out:

Jim Tinnes – Four Year Term

WHEREUPON, Resolution 2020-31 is passed and approved this 6<sup>th</sup> day of July, 2020.

\_\_\_\_\_  
MAYOR ANTHONY CANSLER

ATTEST:

\_\_\_\_\_  
CITY CLERK TOMISHA HAMMES

<b>ROLL CALL VOTE</b>				
<b>COUNCIL MEMBER NAME</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
MIKE BENDER				
KEITH CONRAD				
MATT GREINER				
ROD HILL				
CURT BURROUGHS				

# Wilson Memorial Library Board Meeting

**June 22, 2020**

The June 22, 2020 Wilson Memorial Library Board Meeting was called to order by President Nick Mahan at 5:05 p.m. Those in attendance were: N. Mahan, K. Dickinson, C. Greiner, D. Sheets, C. Vincent, J. Moeller, R. Klein and T. Greiner. Also in attendance was Jim Tinnis.

K. Dickinson made a motion to approve the agenda. C. Vincent seconded. Motion carried unanimously.

J. Moeller moved to approve the minutes. R. Klein seconded. Motion carried unanimously.

Treasurer's Report: Income: \$231.60 Bills: \$4,371.43 Expenses: \$6,407.43. K. Dickinson motioned to approve the Treasurer's Report. R. Klein seconded. Motion carried unanimously.

Librarian's Report: Motion was made by R. Klein to approve the Librarians Report. J. Moeller seconded. Motion carried unanimously.

Committee Reports:

Grants:

Building and Grounds:

Budget:

Personnel:

Unfinished Business: None

New Business: Budget Blinds was here to measure and give us an estimate on Blinds for the main floor. The estimate was \$2007.00. K. Dickinson made a motion to approve purchasing the blinds. J. Moeller seconded. Motion carried unanimously.

Other Business: Jim Tinnis has applied for the open position on the library board, vacated by S. Stephens. D. Sheets made a motion to approve J. Tinnis application for position. C. Vincent seconded. Motion carried unanimously.

T. Greiner informed the board that the architect would be coming on July 14 or 15. The state is supplying every library in the state with cleaning and PPE supplies

# CITY OF KEOTA

---

309 E. Broadway Avenue  
PO Box 77  
Keota, Iowa 52248

641-636-2266  
keotacityhall@cloudburst9.net  
keotaiowa.org

July 6, 2020

The City of Keota supports the request for extension on the deadline for the completion of SDF Properties, LLC Project for the Iowa Community Catalyst Grant. A project of this magnitude takes a great deal of time to make sure all guidelines are followed and that specifications are met. SDF Properties, LLC has kept the City of Keota abreast of their progress and has been diligently working hard to meet their deadlines. With a historic project such as this, complications and surprises arise, not to mention the current pandemic that the country is in as well. The City supports an extension of six months to allow the project to be completed.

The City of Keota appreciates your consideration of extension for the project for SDF Properties, LLC. Thank you.

\_\_\_\_\_  
Anthony Cansler  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Keith Conrad  
Building Code Official

\_\_\_\_\_  
Date

---

**MAYOR & CITY COUNCIL**

Mayor Cansler\*K.Conrad\*R.Hill\*C.Burroughs\*M.Greiner\*M.Bender