

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
DECEMBER 7, 2020
7:00 P.M.**

1. Roll Call

2. *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 November 16, 2020
- b. Bills for payment

3. Department/Committee Reports

4. Business

- a. Cox Sanitation – Keya Cox
- b. Approve Resolution 2020-42: Approve Budgeted Transfer of Funds to Library Account
- c. Approve LL Pelling Proposal for 2021 Sealcoat Work

5. Clerk/Council/Mayor Comments

6. *Adjournment

*Mayor Anthony Cansler*Councilman Matt Greiner*Councilman Rod Hill
*Councilman Keith Conrad*Councilman Mike Bender*Councilman Heath McDonald

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

November 16, 2020

The Keota City Council met on November 16, 2020, at the Keota City Hall. The work session was called to order at 6:03 p.m. by Mayor Anthony Cansler.

Council Members answering roll call were: Mike Bender, Keith Conrad, Rod Hill, Matt Greiner, and Heath McDonald. City employee present was Tomisha Hammes. Also in attendance was Kayla Neff, Jeannie Striegel, Misty Tyree, and Michael Carl.

Discussion was held on the ways to help grow the Keota QRS. Michael Carl stated that there is no code in the State of Iowa that requires a community to have an EMS. There have been a few people showing interest in wanting to join more recently. The Keota QRS is not currently a 501(c)(3), but they have discussed looking into one. They have discussed reimbursing potential candidates the cost of their classes if they pass their class and commit to two years with the Keota QRS. The candidates have to live within their responding district to join Keota QRS.

The Keota QRS and Keota Fire Department are two separate entities. The qualifications are not the same for both organizations. Discussion was held on the possibility combining the organizations. The pros and cons were discussed and reasons for and against it according to qualifications.

Revenues are made by fundraisers consisting of the annual Keota QRS Breakfast and memorials that have been donated. Expenses are typically just maintenance, insurance, and a few different items that need replaced each year. The rig and a place to store the rig are priority for the Keota QRS.

Motion was made by Councilman Bender to adjourn the work session at 7:01 p.m. Councilman Conrad seconded the motion. Motion passed with a 5-0 vote.

The Keota City Council meeting was called to order at 7:01 p.m. by Mayor Anthony Cansler.

Council members answering roll call were: Mike Bender, Keith Conrad, Rod Hill, Matt Greiner, and Heath McDonald. City Employees present were Kevin Slaubaugh and Tomisha Hammes. Also in attendance was Rich Klein, Karen Sypherd, Dan Flynn, and Jeri Klein.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the November 2, 2020 meeting, payment of bills, and October month end financials. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

CITY OF KEOTA
NOVEMBER 16, 2020 COUNCIL MEETING
FOR PERIOD NOVEMBER 3 - NOVEMBER 16, 2020

<u>PAYEE</u>	<u>AMOUNT</u>		<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$15.77	Payroll	
CONRAD, DOUGLAS L.	\$1,853.22	Payroll	
GREINER, ASHLEY	\$27.84	Payroll	
GREINER, TONIA	\$825.59	Payroll	
HAMMES, TOMISHA	\$1,330.46	Payroll	
MILLER, KEVIN	\$1,207.77	Payroll	
SLAUBAUGH, KEVIN L.	\$1,496.86	Payroll	
EFTPS	\$1,985.54	Employee Withholdings	
TREASURER, STATE OF IOWA	\$4,392.00	3rd Quarter Sales Tax	
TREASURER, STATE OF IOWA	\$4,215.00	3rd Quarter WET Tax	
QUILL	\$113.97	City Hall - Hand Sanitizer Stations/Refills	

RIVER PRODUCTS COMPANY INC	\$321.47	Water - Water Main Break Repair
IOWA RURAL WATER ASSOCIATION	\$275.00	Water - Annual Dues
US CELLULAR	\$225.54	All Dept. Cell Phones
COUNTY LINE MART	\$70.97	Police - Veh O & M
TREMMEL BACKHOE SERVICE	\$625.00	Water - Water Main Break Repair
MID-AMERICA PUBLISHING	\$433.15	All Dept. Publications
KEOTA TRANSMISSION & REPAIR	\$502.20	Water - Veh O & M - Water Pump/Belt/Coolant
WATER SOLUTIONS UNLIMITED	\$500.03	Water - Hypchloride
MALLEY HARDWARE	\$133.76	All Dept. Supplies
VERIZON	\$40.01	Police - Hot Spot
MISC. ON MAIN	\$29.99	Water - Cell Phone Charger
REDLINGER REPAIR	\$150.00	All Dept. Veh O & M - Skidloader Blade
HENDERSON PLUMBING	\$305.47	Water/Sewer/Police - New Toilet in City Shop/Police Station
ABE RODRIGUEZ	\$100.00	Deposit Refund for One Year Non-Delinquent Payments
MIRIAM AMIGON	\$100.00	Deposit Refund for One Year Non-Delinquent Payments
ASHLEY CORY	\$100.00	Deposit Refund for One Year Non-Delinquent Payments
MICHAEL CARL	\$100.00	Deposit Refund for One Year Non-Delinquent Payments
IOWA DEPT. OF AGRICULTURE & LAND	\$25.00	Parks - Pesticide Application Renewal Fee
FARMERS COOPERATIVE ASSOCIATION	\$1,197.71	All Dept. Veh O & M - Gas/New Tires for Water Truck
NORTHWAY CORP	\$2,423.27	Water - High Service Pump #2 Repair
UNITED STATES POST OFFICE	\$130.55	Water/Sewer - Water Bills
JEFFREY GARMAN	\$1,875.00	Cemetery - Mowing Contract
MUNICIPAL SUPPLY	\$158.05	Water - Repair Clamp
WINDSTREAM	\$237.84	All Dept. Phone/Fax

TOTAL \$27,508.26

October 2020 Financials

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,350.23			\$39,350.23
LIBRARY CD 2	\$30,907.78			\$30,907.78
SEWER CD	\$145,156.41	\$199.04		\$145,355.45
SEWER VEH CD	\$20,604.66			\$20,604.66
WATER CD	\$69,525.34			\$69,525.34
WATER VEH CD	\$422.89			\$422.89
DARE	\$977.62			\$977.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,449.21	\$0.12		\$1,449.33
GEN FD LIBR INV	\$4,979.97	\$0.42		\$4,980.39
LIB BUILDING	\$1,305.00	\$0.11		\$1,305.11
LIB MEMORIALS	\$305.95			\$305.95
PERPETUAL CARE FUND	\$7,513.33	\$0.64		\$7,513.97
POLICE VEHICLE INV	\$27,150.90	\$3.46		\$27,154.36
PARK & CEM VEH	\$606.25	\$0.05		\$606.30
CITY HALL BLDG RPR	\$19,213.09	\$1.63		\$19,214.72
CIVIL DEFENSE FU	\$3,174.35	\$0.27		\$3,174.62
KEOTA DAYCARE	\$1,189.94	\$0.10		\$1,190.04
WILSON MEMORIAL LIB	\$17,570.44	\$1.49		\$17,571.93
T&A METER INV	\$23,667.18	\$2.01		\$23,669.19
SIDEWALK SAVINGS	\$14,523.94			\$14,523.94
WTR VEH SAVINGS	\$29,306.16			\$29,306.16
WTR TWR MAIN SAVINGS	\$9,644.19			\$9,644.19

SEWER VEH SAVINGS	\$9,120.11			\$9,120.11
SNOW EQUIPMENT SAVINGS	\$5,071.50			\$5,071.50
CHECKING GENERAL	\$437,661.21	\$265,319.88	\$65,158.96	\$637,822.04
GENERAL - LOCAL OPTION		\$7,395.35		
DARE ROAD USE		\$8,726.00	\$2,942.97	
EMPLOYEE BENEFITS		\$109,927.33	\$7,943.61	
LIBRARY		\$243.66	\$3,594.68	
LIBRARY MUSEUM			\$2,539.75	
WATER		\$28,270.79	\$15,762.36	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS SEWER		\$600.00	\$233.81	
SEWER EXT-BROADWAY		\$23,120.97	\$13,415.33	
SEWER PLANT UPGRADE				
	TOTAL			\$1,121,340.00

Department Reports:

-Public Works Department – The belt did not work to spread the mulch on the Sager cell, so they used B & L Concrete's skid loader to spread the mulch. Kevin Miller is going on vacation at the end of November - December. Andy Romoser will start in January 2021 on the remodel of the shop for the new police department offices. Work on getting water service hooked up for Mulberry Lane at 201 S. Davis Street for the new house build. Alliant Energy will be in town soon to cut the trees out of the powerlines on 330th Avenue. Keokuk County will be called to request them to cut back the evergreen trees and then the public works department will try to get in and cut out the trees.

-Police Department – A written report was submitted. Reporting period of October 29 through November 14, 2020, there were six (6) service calls/complaints and one (1) citation issued. Service Calls/Complaints: one family and children, one trespass, one attempt to locate, one dog/cat/misc. animal, two harassment. Citation: one (1) arrest warrant driving while barred.

-Wilson Memorial Library – The next library board meeting will take place on Monday, November 23, 2020 starting at 6:00 p.m.

-Keota Historical Museum – Planning on being open on Saturday, December 5, 2020 for an Open House.

Motion was made by Councilman Bender to approve Resolution 2020-41: Appointing the Keota Community Club as organizer of the City of Keota's Sesquicentennial Celebration in 2023. Councilman Conrad seconded the motion. Roll call vote: Ayes – Bender, Conrad, Hill, Greiner, McDonald, Nays - None; Absent - None; Abstain – None.

Motion was made by Councilman Bender to approve the fiscal year ending June 30, 2020 Annual Finance Report. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

Gabe Klooster from Ivenery was called for a phone conference, but no response, so no discussion was held on the wind turbines.

Clerk/Council/Mayor Comments: The list of extra meetings for the Council members were reviewed for approved meetings to be paid and submitted to the clerk for payment at the next meeting. There have been several complaints about Cox Sanitation pick-ups. They aren't picking up some of the trash bags, leaving a mess behind, and/or leaving the recycle containers with items still in them. The Council requested the clerk send a letter to Cox Sanitation requesting them attend a meeting to discuss the issues. The Council discussed parking solutions for events happening on Broadway Avenue. Council members will need to talk to property owners on what would work best for their businesses and for the City's for traffic control. Letters are welcomed to the City Council, but they would like the public to know that they will not acknowledge letters that are not signed by the person submitting the letter. Concerns over kids walking from the school to the apartment building by the cemetery after school could be a safety hazard for those kids walking.

Motion was made by Councilman Bender to adjourn at 8:50 p.m. Councilman McDonald seconded the motion. Motion passed with a vote. The City Council will next meet on Monday, December 7, 2020, starting at 7:00 p.m.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK TOMISHA HAMMES

These are not official minutes. These minutes will be approved at the next council meeting.

CITY OF KEOTA
 DECEMBER 7, 2020 COUNCIL MEETING
 FOR PERIOD NOVEMBER 17 - DECEMBER 7, 2020

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$15.77	Payroll
CONRAD, DOUGLAS L.	\$1,853.22	Payroll
GREINER, ASHLEY	\$27.84	Payroll
GREINER, TONIA	\$825.59	Payroll
HAMMES, TOMISHA	\$1,330.46	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,496.86	Payroll
BENDER, MIKE	\$1,422.19	Payroll
BURROUGHS, CURTIS	\$1,131.29	Payroll
CONRAD, KEITH	\$1,680.77	Payroll
GREINER, MATT	\$743.42	Payroll
HILL, RODNEY	\$842.66	Payroll
MCDONALD, HEATH	\$323.22	Payroll
EFTPS	\$2,885.76	Employee Withholdings
IPERS	\$2,961.50	Employee Benefits
ALL AMERICAN PEST CONTROL	\$30.00	Library - Pest Control
CENTER POINT LARGE PRINT	\$44.34	Library - 2 Large Print Books
INFOMAX	\$140.17	Library - Copier Lease
IOWA HISTORY JOURNAL	\$35.95	Library - Periodical
KEOTA EAGLE FOODS	\$108.16	Library - Halloween Party/Programs
TONIA GREINER	\$15.00	Library - Programs
WINDSTREAM	\$145.63	Library - Phone/Fax
LIBERTYVILLE SAVINGS BANK	\$2,598.00	Sewer Extension - Loan Payment
IOWA FINANCE AUTHORITY	\$875.00	Water Tower - Loan Interest Payment
IOWA FINANCE AUTHORITY	\$1,510.00	Water Main Broadway/Davis - Loan Interest/Service Fee Payment
IOWA FINANCE AUTHORITY	\$2,520.00	Water Main Davis - Loan Interest Payment
IOWA FINANCE AUTHORITY	\$1,960.00	Water Treatment Plant - Loan Interest Payment
IOWA FINANCE AUTHORITY	\$28,000.69	Waste Water Treatment Plant - Loan Interest/Service Fee Payment
ALLIANT ENERGY	\$5,951.17	All Dept. - Electric/Gas
FIRST NATIONAL BANK	\$523.04	Library - Books/Programs
FIRST NATIONAL BANK	\$48.69	Water - Veh. O & M
FIRST NATIONAL BANK	\$76.33	Police - Veh. O & M
FIRST NATIONAL BANK	\$582.75	All Dept. - Website Renewal/Router
VERIZON	\$40.01	Police - Hot Spot
KOCH OFFICE GROUP	\$108.48	All Dept. - Copier Fees
MALLEY HARDWARE	\$517.19	All Dept. - Supplies
TREMMEL BACK HOE SERVICE	\$1,167.20	Water/Park - Water Main Tap/Meter Pit Install/Stump Removal
DARLA LOPER	\$17.30	Deposits - Finalized Bill Refund
STEVE REBLING	\$200.00	Deposits - Finalized Bill Refund
WELLMARK BLUE CROSS BLUE SHIELD	\$9,079.55	Employee Benefits
KEOTA EAGLE FOODS	\$9.38	Police - Supplies
COX SANITATION	\$3,364.75	Garbage - Pick Up/Bags
MID-AMERICA PUBLISHING	\$445.20	All Dept. Printing/Publishing

TOTAL \$78,846.53

RESOLUTION 2020-42

A RESOLUTION APPROVING THE FOLLOWING FY21 BUDGETED FUND TRANSFER 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 following FY21 Budgeted Fund Transfer:

002 General Fund Local Option to 331 Library Fund - \$23,175.00

WHEREUPON, Resolution 2020-42 is passed and approved this 7th Day of December, 2020.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK TOMISHA HAMMES

MOTION: _____ SECOND: _____

ROLL CALL VOTE				
COUNCIL MEMBER NAME	AYES	NAYS	ABSTAIN	ABSENT
MIKE BENDER				
KEITH CONRAD				
MATT GREINER				
ROD HILL				
HEATH MCDONALD				

PROPOSAL

City of Keota
P.O. Box 77
Keota, IA 52248-0077



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:
RE: 2021 Sealcoat Work **December, 2020**

Description of Work:

Type A Work (Option 1)

Unit Price

A. Base repair and single seal coat consisting of:

- Scarify and pulverize existing street surface
- Furnish water as required for compaction, reshape and recompact.
- Furnish and apply single seal coat of MC-3000 asphalt
- Furnish, spread and roll 3/8" chips.

\$ 3.45 SY

OR

Type B Work (Option 2)

B. Single seal coat consisting of:

- Power broom streets
- Furnish and apply single seal coat of MC-3000 asphalt
- Furnish, spread and roll 3/8" chips.

\$ 2.35 SY

Cold Mix Patch Material (15 tons or less)

\$ 250.00 TON

NOTES:

1. Billing on final units completed.
2. Cold Mix Patching amount is an *estimated* quantity. Invoice will be on actual tons placed.
3. Prices for 2021 Construction Season, if accepted and mailed back by January 30th, 2021.

*Is this project tax exempt? Yes No . If you checked yes, please send the Iowa Construction Sales Tax Form with your signed proposal.

**Authorized
Signature**

Bob Downhoe

Note: This proposal may be withdrawn if not accepted within See notes days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

"Committed to Excellence since 1948"