

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
DECEMBER 21, 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 December 7, 2020
- b. Bills for payment
- c. November month end financials

3. Department/Committee Reports

4. Closed Session Requested by City Attorney, Jason Palmer – Iowa Code Section 21.5(1)(c) Matters currently in litigation

5. Business

- a. Approve Community Catalyst Project Extension until June 30, 2021
- b. Approve Resolution 2020-43: Parcel Division to Two Lots – 201 S. Davis Street
- c. McDonald Recycle Waiver
- d. Approve Well Head Protection Estimate
- e. Approve SRF Loan Final Draw – Waste Water Treatment Plant
- f. Approve The Roost Liquor License
- g. Discussion/Approval of Blind Estimate for City Hall Office
- h. Discussion/Approval of Iowa Downtown Resource Center Through IEDA Walk Around

6. Clerk/Council/Mayor Comments

7. *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

December 7, 2020

The Keota City Council met on December 7, 2020, at the Keota City Hall. The meeting was called to order at 7:00 p.m. by Mayor Anthony Cansler.

Council members answering roll call were: Mike Bender, Keith Conrad, Matt Greiner, and Heath McDonald. Rod Hill was unable to attend in person, but joined via conference call at 7:25 p.m. City Employees present were Toni Greiner and Tomisha Hammes. Also in attendance was Rich Klein, Dan Flynn, Jeri Klein, Karen Sypherd, and Keya Cox.

Motion was made by Councilman Bender to approve the consent agenda including minutes from the November 16, 2020 meeting and payment of bills. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

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 Payme
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 Payr
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
US CELLULAR	\$375.54	All Dept. Cell Phones
MID-AMERICA PUBLISHING	\$445.20	All Dept. Printing/Publishing
ION ENVIRONMENTAL SOLUTIONS	\$1,582.60	Water/Sewer - December Operations
KEOKUK CO. TREASURER	\$299.00	Economic Development - KOCOK-014500/KOCOK-033200
ALL AMERICAN PEST CONTROL	\$65.00	City Hall/Shop - Pest Control
TOTAL	\$81,168.67	

Department Reports:

-Public Works Department – The trees at the city property by the school were cut down. Clean up will take place this week.

-Police Department – A written report was submitted. Reporting period of November 15 through November 30, 2020, there were fifteen (15) service calls/complaints and one (1) citation issued. Service Calls/Complaints: one burglary, two simple assaults, one vandalism, one family and children, one other criminal violations, one suicide/statements, five assist and serve, one attempt to locate, one civil dispute, one wildlife. Citation: one (1) speed/alternative enforcement.

-Wilson Memorial Library – The elevator was repaired. There were thirty-six Christmas goodie bags handed out on Saturday, December 5. There will be early out craft days on December 9 and 22.

-Keota Historical Museum – There were roughly sixty people that walked through the museum on Saturday, December 5 for the Open House. There will be a Museum Board Meeting on Thursday, December 10. There will be discussion on how and when to open the museum to the public on a regular basis. Looking into having volunteers work to have the museum open when the clerk has city hall open. Plan to put an OPEN flag out when the museum is open.

-Pool – Bake Sale on Saturday, December 5, raised roughly \$3878.00 and there is currently \$33,000 in the fundraising account. The checks were sent back to zero out the Keota Unlimited account by the end of the year. Pledges have started coming back in and people stating they will resubmit checks after the first of the year.

Discussion was held with Keya Cox, Cox Sanitation, on what Cox will or won't take for recycling for the City of Keota residents. Keya Cox stated that bags are required to be tied for pick-up. Cleaned out 1s and 2s are all that can be recycled for plastics. All plastics that are 4s, 5s, and 7s are no longer accepted as recycling, so they need to be put in the trash bags. Information regarding what can and can't be recycled will be posted on the Cox Sanitation social media page and the City of Keota's website. There will also be signs hung up with the same information at city hall.

Motion was made by Councilman Bender to approve Resolution 2020-42: Approving Budgeted Transfer of Funds to the Library Account. Councilman Greiner seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Greiner, McDonald; Nays- None; Absent - Hill; Abstain - None. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the LL Pelling Proposal for 2021 Sealcoat Work. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

Clerk/Council/Mayor Comments: Auditors will be 'here' working remotely on the annual exam December 14 through 18. Budget Blinds will be coming to do an estimate on new blinds for the interior windows of the clerk's office. Per the Mayor's request the clerk contacted a number of garbage companies to get estimates for the City. Johnson County Refuse was the only one to call back. They will get an estimate to the city along with information on how their system works. She was asked to try again with Waste Management. Councilman Hill discussed a sidewalk on South Iowa Street. There is a resident that has requested that the sidewalk be removed and not put back in. Councilman Hill stated that the sidewalk is not in bad shape. The city can help tear it out, but it is the responsibility of the homeowner to replace it. He stated concerns with the property at 302 E. Broadway Avenue. He has tried numerous times to reach out to the property owner with no response. He will try to contact her via email to discuss what the plans are with the repairs. He also stated that he has some concerns with the parking along Broadway Avenue just west of Davis Street when events are in town. It is not safe to have cars parked along Broadway in that area. The Council will need to come up with a plan before the next event takes place. Councilman Conrad stated that he is working with Trev Temple on the annexation process for the east end of town. He will give updates as they happen. He also stated that the apartments by the cemetery are becoming an issue with the trash and the number of vehicles that are parked there. Councilman Greiner stated that he talked with some museum members about removing the false ceiling tiles to see if they could potentially stand up the church window that they have. The window is a couple feet longer than the height of the ceilings now. There was discussion on the museum looking into getting a 501(c)(3). The Board will need to get a list of museum items to turn into the insurance company to have on hand. Mayor Cansler stated that evaluations will take place after the first of the year. He finished by saying he hopes everyone has a very Merry Christmas!

Motion was made by Councilman Bender to adjourn at 8:28 p.m. Councilman Greiner seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, December 21, 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 21, 2020 COUNCIL MEETING
 FOR PERIOD DECEMBER 8 - DECEMBER 21, 2020

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,853.22	Payroll
GREINER, ASHLEY	\$80.02	Payroll
GREINER, TONIA	\$967.39	Payroll
HAMMES, TOMISHA	\$1,330.46	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,496.86	Payroll
EFTPS	\$2,040.23	Employee Withholdings
UNITED STATES POST OFFICE	\$240.55	Water/Sewer - Water Bills/2 Rolls Stamps
JEFFRY GARMAN	\$1,875.00	Cemetery - Mowing Contract
SCHUMACHERS ELEVATOR COMPANY	\$4,605.00	Library - Elevator Repairs
WATER SOLUTIONS UNLIMITED	\$1,137.38	Water - Chemicals
QUILL	\$177.33	All Dept. Office Supplies
RAY-MAN	\$37.50	Parks - Pipe Threaded
TREMMELE BACK HOE SERVICE	\$1,001.00	Keota Sign - New Electrical Line to City Sign
JILL BAETSLE	\$99.05	Museum - Supplies
LUKE AND HEATHER JAEGER	\$200.00	Deposits - Finalized Bill Refund
CASH	\$17.00	Petty Cash Replenish for Keokuk Co. Recorded Easement
OFFICE OF AUDITOR OF STATE	\$8,019.01	State of Iowa Annual FY19 Exam Filing Fee
FARMERS COOP ASSN.	\$346.50	All Dept. Veh. O & M

TOTAL
 \$26,731.27

Nov-20

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,350.23		\$88.30	\$39,438.53
LIBRARY CD 2	\$30,907.78		\$69.35	\$30,977.13
SEWER CD	\$145,355.45			\$145,355.45
SEWER VEH CD	\$20,604.66			\$20,436.52
WATER CD	\$69,525.34			\$69,525.34
WATER VEH CD	\$422.89		\$1.49	\$424.38
DARE	\$977.62			\$977.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,449.33		\$0.08	\$1,449.41
GEN FD LIBR INV	\$4,980.39		\$0.27	\$4,980.66
LIB BUILDING	\$1,305.11		\$0.07	\$1,305.18
LIB MEMORIALS	\$305.95			\$305.95
PERPETUAL CARE FUND	\$7,513.97		\$0.40	\$7,514.37
POLICE VEHICLE INV	\$27,154.36		\$2.57	\$27,156.93
PARK & CEM VEH	\$606.30		\$0.03	\$606.33
CITY HALL BLDG RPR	\$19,214.72		\$1.03	\$19,215.75
CIVIL DEFENSE FU	\$3,174.62		\$0.17	\$3,174.79
KEOTA DAYCARE	\$1,190.04		\$0.06	\$1,190.10
WILSON MEMORIAL LIB	\$17,571.93		\$0.94	\$17,572.87
T&A METER INV	\$23,669.19		\$1.26	\$23,670.45
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	\$637,822.13	\$107,732.36	\$114,142.58	\$631,411.91
GENERAL		\$7,993.92	\$25,531.67	
GENERAL - LOCAL OPTION		\$28,088.48		
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE		\$12,565.01	\$2,685.97	
EMPLOYEE BENEFITS		\$14,409.90	\$2,320.44	
LIBRARY		\$90.68	\$3,071.64	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM				
WATER		\$24,653.64	\$24,718.91	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS		\$801.26	\$431.49	
SEWER		\$19,295.49	\$5,845.08	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,115,103.06

Keota Museum Board met on Thursday, December 10, 2020 at the Keota Historical Museum for its monthly meeting. The meeting was called to order by President Karen Sypherd. Those present were: Karen Sypherd, Jill Baetsle, Dan Flynn, Wanda Baumert, Jeri Klein, and Larry Sanders. Absent was John Greiner.

The minutes of the previous meetings on October 21 and October 26, 2020 were read and approved as corrected.

Treasurer Report – \$2,881.00. Jill presented three bills totaling 99.05 for various office supplies and displays. Motion made by Dan, second by Wanda for these bills to be paid. Motion passed.

Old Business – Our open house on December 5, 2020 was very successful with approximately 60 people in attendance. The City Council members came after their meeting on Monday night to view the Museum. Larry discussed some display updates he is working on/needng assistance with.

New Business – The City has suggested that we begin the formation of a 501(c)3. The City indicated they would continue to pay for the insurance under their blanket policy. Karen and Dan met with Jacquelyn Murphy on Wednesday, December 9 and interviewed her to be included in our Keota Conversations. She also presented a \$12,000 check to Bovard Studios to begin the process of restoring the Methodist Church window. The City has approved a carpenter to look at the museum ceiling height to determine the placement of the window once restored. Matt Greiner was conferenced in via cell phone to discuss our upcoming budget for 2021. The Board discussed ideas of when to be open to the public and who would facilitate this and the possibilities for volunteers to help us.

Our next regular board meeting is scheduled for Wednesday, January 20, 2021 at 6:30 p.m.

Jeri made a motion to adjourn the meeting, second by Wanda. Meeting adjourned.

Respectfully submitted,

Jill Baetsle, Secretary

CITY OF KEOTA

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

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

December 21, 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 until June 30, 2021. 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 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 *M.Greiner*M.Bender*H.McDonald

RESOLUTION 2020-43

A RESOLUTION APPROVING THE DIVISION OF PARCEL KOCOK-010600 LOCATED AT 201 SOUTH DAVIS STREET INTO TWO SEPARATE PARCELS OF LAND.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given for the following:

The parcel KOCOK-010600 located at 201 South Davis Street be divided into two separate parcels. Parcel D will be now known at 104 East Rock Island Avenue and Parcel C will stay as 201 South Davis Street, both properties within the city limits of Keota, Iowa.

WHEREUPON, Resolution 2020-43 is passed and approved this 21st Day of December, 2020.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK TOMISHA HAMMES

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