

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
JANUARY 4, 2021
7:00 P.M.**

1. Roll Call

2. 2021 Mayoral Appointments

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 December 21, 2020
- b. Bills for payment

4. Department/Committee Reports

5. Business

- a. Approve County Line Mart LLC Liquor License
- b. Discussion on IEDA Downtown Walk Thru Agenda

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

2021 MAYORAL APPOINTMENTS

MAYOR:

ANTHONY CANSLER (2022)

PRO-TEM: KEITH CONRAD

COUNCIL:

KEITH CONRAD (2022)

MATT GREINER (2024)

MIKE BENDER (2022)

ROD HILL (2022)

HEATH MCDONALD (2022)

EMPLOYEES:

DOUG CONRAD, Chief of Police

KEVIN SLAUBAUGH, PW Director

KEVIN MILLER, Public Works

TOMISHA HAMMES, City Clerk

LIBRARY:

TONI GREINER, Library Director

ASHLEY GREINER, Librarian

CHERI ALTENHOFEN, Librarian

LIBRARY BOARD:

NICK MAHAN, President (2022)

RACHEL KLEIN, V. President (2022)

CANDY GREINER, Secretary (2021)

LINDA ALLAMAN, Treasurer (2021)

KAREN DICKINSON (2021)

JACOB MOELLER (2022)

CONNIE VINCENT (2022)

DIANNE SHEETS (2023)

JIM TINNES (2024)

MUSEUM BOARD:

KAREN SYPHERD, President (2024)

DAN FLYNN, V.P. (2024)

JOHN GREINER, Treasurer (2021)

JILL BAETSLE, Secretary (2024)

WANDA BAUMERT (2024)

LARRY SANDERS (2021)

JERI KLEIN (2021)

BOARD OF ADJUSTMENTS:

GARY WERGER (2021)

MIKE WILLIAMS (2022)

JOHN SNEDIGAR (2023)

ESTHER BURROUGHS (2024)

BARB ANDEREGG (2024)

ZONING BOARD:

DUANE SPROUSE (2024)

BILL MILLER (2021)

TOM HAHN (2024)

JAMES WALLINGTON (2023)

RICH KLEIN (2024)

CITY ATTORNEY: MISTY WHITE, TREVANIAL TEMPLE ROBERT MICHAEL
EMERGENCY MANAGEMENT COMM: DOUG CONRAD & KEITH CONRAD
BUILDING OFFICIAL/ ZONING ADMINISTRATOR: KEITH CONRAD
BOARD OF ADJUSTMENTS LIASON: KEITH CONRAD
COUNTY ASSESSOR COUNCIL: ANTHONY CANSLER
911 BOARD: RYAN SIEREN & JARED STREIGEL
LIBRARY LIAISON: MATT GREINER
MUSEUM LIAISON: MATT GREINER
FIRE DEPARTMENT LIAISON: ROD HILL
PARKS & RECREATION: MIKE BENDER
BALL ASSOCIATION LIASON: MIKE BENDER
POOL ADVOCATES LIASON: MIKE BENDER
KEOTA UNLIMITED LIASON: MIKE BENDER
ROADS & SIDEWALKS: ROD HILL
PUBLIC SAFETY: ROD HILL
COMMUNITY DEVELOPMENT COMMITTEE: MIKE BENDER
KCCF REPRESENTATIVE: HEATH MCDONALD
CODE ENFORCEMENT: HEATH MCDONALD
OFFICIAL DEPOSITORY: LIBERTYVILLE SAVINGS BANK
DEPOSITORY LIMITS: ONE MILLION DOLLARS
OFFICIAL NEWSPAPER: *THE NEWS REVIEW*

MAYOR ANYTHONY CANSLER

DATE

CITY OF KEOTA
 JANUARY 4, 2021 COUNCIL MEETING
 FOR PERIOD DECEMBER 22 - JANUARY 4, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$208.69	Payroll
CONRAD, DOUGLAS L.	\$1,853.22	Payroll
GREINER, ASHLEY	\$27.84	Payroll
GREINER, TONIA	\$948.47	Payroll
HAMMES, TOMISHA	\$1,330.46	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,496.86	Payroll
EFTPS	\$2,070.74	Employee Withholdings
IPERS	\$2,922.57	Employee Benefits
CENTER POINT LARGE PRINT	\$1,048.51	Library - Large Print Books
INFOMAX OFFICE SYSTEMS	\$145.57	Library - Copier Lease
IOWA LIBRARY ASSOCIATION	\$25.00	Library - Association Dues
PATRICIA MCDANIEL	\$25.00	Library - Cookbook
QUILL CORP.	\$50.37	Library - Supplies
TONI GREINER	\$19.96	Library - DVD
WINDSTREAM	\$152.08	Library - Phone/Fax
FIRST NATIONAL BANK	\$282.51	Library - Books, Programs
KEOKUK COUNTY ABSTRACT	\$150.00	Economic Development -
CARGILL	\$5,047.60	Water - Salt
ALLIANT ENERGY	\$6,059.74	All Dept. Gas/Electric

TOTAL \$24,864.27

December 21, 2020

The Keota City Council met on December 21, 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. City Employee present was Tomisha Hammes. Also in attendance was Rich Klein, Dan Flynn, and Karen Sypherd.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the December 7, 2020 meeting, November month end financials, and payment of bills. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

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
TREMMEL BACK HOE SERVICE	\$1,001.00	Keota Sign - New Electrical Line to City Sign
JILL BAETSLE	\$99.05	Museum - Supplies
LUKE AND HEATHER JAEGER	\$100.00	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
IOWA FINANCE OFFICER ASSOCIATION	\$125.00	City Hall - Clerk Certification
WINDSTREAM	\$227.55	All Dept. Phone/Fax
BLUE CROSS BLUE SHIELD	\$9,158.99	Employee Benefits

TOTAL \$36,142.81

November Month End Financials

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,350.23		\$88.30	\$39,438
LIBRARY CD 2	\$30,907.78		\$69.35	\$30,977
SEWER CD	\$145,355.45			\$145,355
SEWER VEH CD	\$20,604.66			\$20,436
WATER CD	\$69,525.34			\$69,525
WATER VEH CD	\$422.89		\$1.49	\$424
DARE	\$977.62			\$977
POLICE FORFEITURE	\$572.49			\$572

GEN FD INV	\$1,449.33	\$0.08		\$1,449.33
GEN FD LIBR INV	\$4,980.39	\$0.27		\$4,980.39
LIB BUILDING	\$1,305.11	\$0.07		\$1,305.11
LIB MEMORIALS	\$305.95			\$305.95
PERPETUAL CARE FUND	\$7,513.97	\$0.40		\$7,513.97
POLICE VEHICLE INV	\$27,154.36	\$2.57		\$27,154.36
PARK & CEM VEH	\$606.30	\$0.03		\$606.30
CITY HALL BLDG RPR	\$19,214.72	\$1.03		\$19,214.72
CIVIL DEFENSE FU	\$3,174.62	\$0.17		\$3,174.62
KEOTA DAYCARE	\$1,190.04	\$0.06		\$1,190.04
WILSON MEMORIAL LIB	\$17,571.93	\$0.94		\$17,571.93
T&A METER INV	\$23,669.19	\$1.26		\$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	\$637,822.13	\$107,732.36	\$114,142.58	\$631,411.81
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				\$1,115,103.81

Department Reports:

-Public Works Department – There are two bids for the tree removal along the highway on 330th Avenue between Washington Avenue and Keokuk Avenue. The Council reviewed the bids and said to move forward with the bid from Trent Greiner.

-Police Department – A written report was submitted. Reporting period of December 1 through December 18, 2020, there were eleven (11) service calls/complaints and no citation issued. Service Calls/Complaints: one burglary, one theft, one controlled substance, two family and children, one disorderly conduct, one civil dispute, one death and bodies found, one lost and found, two dog/cat/misc. animals.

-Wilson Memorial Library – The next Library Board Meeting will take place on Monday, December 28.

-Keota Historical Museum – Working on updates to the museum. Looking at taking the church stained

glass window to Bovard Studio in Fairfield to be looked at.

Motion was made by Councilman Conrad to approve going into closed session at 7:07 p.m. per Jason Palmer, Keota City Attorney – Iowa Code Section 21.5(1)(c) matters currently in litigation. Councilman Bender seconded the motion. Roll Call Vote: Ayes –Bender, Conrad, Greiner, McDonald; Nays- None; Absent - Hill; Abstain - None. Motion passed with a 4-0 vote. Closed session was held in the conference room at city hall.

Motion was made by Councilman Conrad to approve ending closed session at 7:28 p.m. 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 Conrad to open the regular meeting. Councilman Bender 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 Greiner to approve the Community Catalyst Project Extension for SDF Properties, LLC. until June 30, 2021. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve Resolution 2020-43: Parcel Division into two lots at 201 South Davis Street. Councilman Conrad seconded the motion. Roll Call Vote: Ayes –Bender, Conrad, Greiner, McDonald; Nays- None; Absent - Hill; Abstain - None. Motion passed with a 4-0 vote.

Discussion was held on waiving the recycling fee for Heath McDonald since he has a dumpster at his property. They will look into this item more and bring it back to the table at a future meeting.

The well head protection estimate through Gingerich Well and Pump Service was discussed. The Council stated that they believe that the public works department would be able to do this project themselves, so the estimate was not approved.

Motion was made by Councilman Bender to approve the SRF Final Loan Draw for the Wastewater Treatment Plant Project. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the Roost liquor license. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

Discussion was held on potentially getting new blinds for the interior of the city hall office to have privacy when the museum is open to the public. Motion was made by Councilman Greiner to approve estimate #1 to have new blinds installed at city hall for all five windows. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

Discussion was held on the City of Keota being selected for the Iowa Economic Development Authority's Downtown Walk Around, a \$300 visit, that would be free of charge for the City to have done. Motion was made by Councilman Bender to approve the Downtown Walk. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

Clerk/Council/Mayor Comments: Auditors have been working remotely on the Annual Exam the City of Keota gets each year. The clerk is working on getting three estimates for new front doors at city hall. Due to the cold temperatures about a week ago, the tile heaved and bent the track of the sliding doors.

The tile had to be removed in front of the door to get the doors operational again. The floor and the doors will need to be replaced as now there is air flowing in through the bottom of the door. All city departments will be closed December 24, 25, 31, and January 1 for the holidays. Councilman Greiner went over the upcoming budget dates and the Council said to let the other departments know when they need to have their budget requests in. They congratulated the museum on their recent donation that they received. Discussion was held on having Christmas festivities next year with potential Christmas lights competition, a lighted parade and other ideas. This will be discussed more as committees will need to be put together to make it all happen for next year. There have been a number of houses sold with new residents moving to town recently. Mayor Cansler requested cards for new residents be at the next meeting so that they can be signed by the Council and delivered to the residents. Welcome packets were also discussed for new residents moving to town. The Mayor wished everyone a very Merry Christmas and a safe and Happy New Year!

Motion was made by Councilman Bender to adjourn at 9:08 p.m. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, January 4, 2021, 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.