

**AGENDA  
KEOTA CITY COUNCIL  
KEOTA CITY HALL  
225 E. BROADWAY AVE.  
JANUARY 18, 2021  
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 January 4, 2021 & January 11, 2021 meetings
- b. Bills for payment
- c. December month end financials

**3. Department Reports**

**4. Business**

- a. Pool Advocates
- b. Approve Cemetery Mowing Contract
- c. Approve Bid for City Hall Doors
- d. Approve Resolution 2021-01: Area 15 Regional Planning Commission
- e. Approve Resolution 2021-02: Cemetery Plot to Dell Lyle
- f. Approve Setting the Date of the Public Hearing for the Max Levy as Tuesday, February 16, 2021
- g. Discussion on complaints about sidewalks not being cleared of snow

**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

JANUARY 4, 2021

The Keota City Council met on January 4, 2021, 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, Rod Hill, Matt Greiner, and Heath McDonald. City Employees present were Kevin Slaubaugh, Toni Greiner, and Tomisha Hammes. Also in attendance was Karen Sypherd and Dan Flynn.

The Mayor announced the 2021 Mayoral Appointments: Mayor Pro-Tem Keith Conrad; Council members: Keith Conrad, Matt Greiner, Mike Bender, Rod Hill, and Heath McDonald; City Employees: Doug Conrad – Chief of Police, Kevin Slaubaugh – Public Works Director, Kevin Miller – Public Works, Tomisha Hammes – City Clerk; Library Employees: Toni Greiner – Library Director, Ashley Greiner – Librarian, Cheri Altenhofen – Librarian; Library Board members: Nick Mahan – President, Rachel Klein – Vice President, Candy Greiner – Secretary, Linda Allaman – Treasurer, Karen Dickinson, Jacob Moeller, Connie Vincent, Dianne Sheets, Jim Tinnis; Museum Board members – Karen Sypherd – President, Dan Flynn – Vice President, John Greiner – Treasurer, Jill Baetsle – Secretary, Wanda Baumert, Larry Sanders, Jeri Klein; Board of Adjustments members: Gary Werger, Mike Williams, John Snedigar, Esther Burroughs, Barb Anderegg; Zoning Board members – Duane Sprouse, Bill Miller, Tom Hahn, James Wallington, Rich Klein; City Attorneys – Misty White, Trevanial Temple, Robert Michael; Emergency Management Committee – Doug Conrad and Keith Conrad; Building Official/Zoning Administrator – Keith Conrad, Board of Adjustments Liaison – Keith Conrad, County Assessor Council – Anthony Cansler, 911 Boards – Ryan Sieren and Jared Streigel, Library Liaison – Matt Greiner, Museum Liaison – Matt Greiner, Fire Department Liaison – Rod Hill, Parks and Recreation – Mike Bender, Ball Association Liaison – Mike Bender, Pool Advocates Liaison – Mike Bender, Keota Unlimited Liaison – Mike Bender, Roads and Sidewalks – Rod Hill, Public Safety – Rod Hill, Community Development Committee – Mike Bender, KCCEF Representative – Heath McDonald, Code Enforcer – Heath McDonald, Official Depository – Libertyville Savings Bank, Official Newspaper – *The News Review*. Councilman Conrad motioned to approve the Mayoral Appointments. Councilman Bender seconded the motion. Motion passed by a 5-0 vote.

Motion was made by Councilman Greiner to approve the consent agenda including minutes from the December 21, 2020 meeting and payment of bills. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

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
FIRST NATIONAL BANK	\$95.27	City Hall - Class, Office Supplies
FIRST NATIONAL BANK	\$82.68	Police - Veh. O & M
KEOKUK COUNTY ABSTRACT	\$150.00	Economic Development -
CARGILL	\$5,047.60	Water - Salt
ALLIANT ENERGY	\$6,059.74	All Dept. Gas/Electric
BUDGET BLINDS	\$733.75	City Offices - Blinds
ION ENVIRONMENTAL SOLUTIONS	\$1,731.60	Water/Sewer - Operations/Labs
COX SANITATION	\$2,964.74	Garbage - Pick Up/Bags
MALLEY HARDWARE	\$39.35	Park - Supplies
VERIZON WIRELESS	\$40.01	Police - Hot Spot
IOWA ONE CALL	\$25.20	Water/Sewer - Locates

TOTAL \$30,576.87

#### Department Reports:

-Public Works Department – During the big snow that hit Keota, it was a judgement call to wait to remove the snow after the sleet had finished up. By doing this, the roads weren't as slick and the salt/sand wasn't used like it would have been had it been bladed off first and then had it iced over. In the end it just makes the roads safer. It takes time to get the side roads all widened and that will start tomorrow. A full load of salt and sand was delivered today.

-Police Department – A written report was submitted. Reporting period of December 19 through December 31, 2020, there were six (6) service calls/complaints and no citations issued. Service Calls/Complaints: one family and children, one disorderly conduct, one suspicion, one assist and serve, and two wildlife.

-Wilson Memorial Library – The Library Board unanimously voted to give the buffalo head located at the library to the museum. Library re-certification has been completed and Toni is recertified.

-Keota Historical Museum – The library board voted to give the museum the buffalo head. There will be an article in the News Review once it gets moved up to the Museum space. The stained glass church window went to Bovard's last week. The bottom of the window (the vent) will be removed and reframed to hang above the front doors of the museum. The window itself will be reframed, fixed, and repainted. The Board is hoping to hang it from the ceiling to stabilize it. Working on getting more organized. More donations have coming in.

Motion was made by Councilman Bender to approve the liquor license for County Line Mart LLC. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

The Council discussed the agenda options for the Iowa Economic Development Authority Walk-Thru Agenda for June 15, 2021. There were two options presented to the Council a 10:00 a.m. start with a 3:30 p.m. adjournment or a 2:30 p.m. start with an 8:00 p.m. adjournment. The Council decided on the 10:00 a.m. start with the Mayor and two Councilmen tentatively set to attend.

Clerk/Council/Mayor Comments: A thank you was stated to those that have been attending the meetings and the work that volunteers have been putting in on the Museum and the Library. The building at 302 E. Broadway Avenue is getting worse. The clerk was asked to follow up with the city attorney on where the City is at with the infractions. Discussion was held on shutting down Fulton Street for safety concerns associated with the building at 302 E. Broadway Avenue. The Council

decided to shut down South Fulton Street from the corner of Broadway Avenue and Fulton Street to the door at Just My Style. The clerk was asked to follow up with the different recycling companies to see if they are still willing to give the City an estimate on their services.

Motion was made by Councilman Conrad to adjourn at 8:14 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, January 11, 2021, starting at 6:00 p.m. for their budget meeting to go over expenditures.

---

MAYOR ANTHONY CANSLER

ATTEST:

---

CITY CLERK TOMISHA HAMMES

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

**January 11, 2021**

The Keota City Council met on January 11, 2021, at the Keota City Hall. The meeting was called to order at 6:00 p.m. by Mayor Pro-Tem Keith Conrad.

Council members answering roll call were: Mike Bender, Rod Hill, Matt Greiner, and Heath McDonald. Mayor Anthony Cansler arrived at 6:03 p.m. City Employees present were Kevin Slaubaugh, Toni Greiner, and Tomisha Hammes. Also in attendance was Dianne Sheets.

Motion was made by Councilman Bender to approve the agenda. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

The expenditures for the FY22 City of Keota Budget were reviewed line by line and discussed. No final decisions were made.

Discussion was held on different options of what to do with the property at 302 E. Broadway Avenue. Motion was made by Councilman Greiner to have city attorney, Misty White, file municipal infractions against the property owner of 302 E. Broadway Avenue. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to adjourn the meeting at 7:54 p.m. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote. The Keota City Council will meet on Monday, January 18, 2020 at 6:00 p.m. with review of the FY21 Revenues and Salaries followed by the regular meeting at 7:00 p.m.

---

MAYOR ANTHONY CANSLER

ATTEST:

---

CITY CLERK TOMISHA HAMMES

\*These are not official minutes. These minutes will be approve at the next council meeting.

CITY OF KEOTA  
 JANUARY 5, 2021 COUNCIL MEETING  
 FOR PERIOD JANUARY 5 - JANUARY 18, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$31.52	Payroll
CANSLER, ANTHONY	\$404.04	Payroll
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$55.66	Payroll
GREINER, TONIA	\$880.65	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$2,071.40	Employee Withholdings
TREASURER, STATE OF IOWA	\$3,712.00	4th Quarter Water Excise Tax
TREASURER, STATE OF IOWA	\$2,047.00	4th Quarter Withholding Tax
TREASURER, STATE OF IOWA	\$4,312.00	4th Quarter Sales Tax
TREASURER, STATE OF IOWA	\$4,173.48	End of Year Adjustments
FARMERS COOP ASSN.	\$472.09	All Dept. Veh. O & M
MENARDS	\$80.97	Sewer - Clothing Allowance
JEFFERY GARMAN	\$1,875.00	Cemetery - Mowing Contract
MID-AMERICA PUBLISHING	\$281.56	All Dept. Publishing
ARNOLD MOTOR SUPPLY	\$22.27	Snow Removal - Skid Loader Light
US CELLULAR	\$196.88	All Dept. Cell Phones
SINCLAIR TRACTOR	\$63.60	Snow Removal - Skid Loader Parts
OMAR RIVERA	\$61.29	Deposits - Finalized Bill Refund
KEVIN'S CELLULAR SALES & SERVICE	\$255.00	Library - December Snow Removal
JIM TINNES TRUCKING	\$1,843.75	Snow - Loader/Labor
MERSCHMAN FERTILIZER LLC	\$3,373.46	Snow - Ice B Gone Magic
CASH	\$16.40	Petty Cash - Replenish for Certified Mailings
IOWA ONE CALL	\$29.70	Water/Sewer - Locates
<b>TOTAL</b>	<b>\$31,729.21</b>	

KEOTA

Consolidated Reconciliation  
For Month of

Dec-20

A Petty Cash - Library \$25.00  
 Petty Cash - City Hall \$50.00  
 Cash Drawer - City Hall \$100.00

B Investments

C Type	Account Name	Account #	
CD	LIBRARY CD 1	1155	\$39,438.53
CD	LIBRARY CD 2	1156	\$30,977.13
CD	SEWER CD	1173	\$145,355.45
CD	SEWER VEH CD	1175	\$20,604.66
CD	WATER CD	1163	\$69,525.34
CD	WATER VEH CD	1164	\$424.38
CHECKING	DARE	1115	\$977.62
CHECKING	POLICE FORFEITURE	1116	\$572.49
SAVING	GEN FD INV	1141	\$1,449.47
SAVING	GEN FD LIBR INV	1142	\$4,980.87
SAVING	LIB BUILDING	1143	\$1,305.24
SAVING	LIB MEMORIALS	1140	\$306.00
SAVING	PERPETUAL CARE FUND	1144	\$7,514.69
SAVING	POLICE VEHICLE INV	1145	\$27,159.24
SAVING	PARK & CEM VEH	1146	\$606.35
SAVING	CITY HALL BLDG RPR	1147	\$19,216.57
SAVING	CIVIL DEFENSE FU	1148	\$3,174.92
SAVING	KEOTA DAYCARE	1154	\$1,190.15
SAVING	WILSON MEMORIAL LIB	1149	\$17,573.62
SAVING	T&A METER INV	1152	\$23,671.45
SAVING	SIDEWALK SAVINGS	1176	\$14,526.57
SAVING	WTR VEH SAVINGS	1177	\$29,311.46
SAVING	WTR TWR MAIN SAVINGS	1178	\$9,645.93
SAVING	SEWER VEH SAVINGS	1179	\$9,121.76
SAVING	SNOW EQUIPMENT SAVINGS	1182	\$5,072.41
CHECKING	CHECKING	1110	\$623,501.68
<b>TOTAL BANK STATEMENTS:</b>			<b>\$1,107,203.98</b>

D Less Outstanding General Fund- Pool  
 General Fund \$10,122.25  
 General Fund- Library \$1,494.33  
 General Fund- Park  
 General Fund- Clerk  
 General Fund-Police \$1,853.22  
 General Fund-Mayor/Council  
 General Fund- Cem  
 Roads  
 Water  
 Sewer  
**Total Outstanding: 13,469.80**

E Add deposits in transit  
 General Fund

F **GRAND TOTAL \$1,107,378.98**

G **Total fund balance per Treasurer's Report \$1,107,378.98**

H Variance \$ -

I Reconciliation performed by: Tomisha Hammes

1/14/2021 *Tomisha Hammes*

J Reviewed by: *Kim Nika* 1-15-21

Dec-20

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,438.53			\$39,438.53
LIBRARY CD 2	\$30,977.13			\$30,977.13
SEWER CD	\$145,355.45			\$145,355.45
SEWER VEH CD	\$20,604.66			\$20,604.66
WATER CD	\$69,525.34			\$69,525.34
WATER VEH CD	\$424.38			\$424.38
DARE	\$977.62			\$977.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,449.41	\$0.06		\$1,449.47
GEN FD LIBR INV	\$4,980.66	\$0.21		\$4,980.87
LIB BUILDING	\$1,305.18	\$0.06		\$1,305.24
LIB MEMORIALS	\$305.95	\$0.05		\$306.00
PERPETUAL CARE FUND	\$7,514.37	\$0.32		\$7,514.69
POLICE VEHICLE INV	\$27,156.93	\$2.31		\$27,159.24
PARK & CEM VEH	\$606.33	\$0.02		\$606.35
CITY HALL BLDG RPR	\$19,215.75	\$0.82		\$19,216.57
CIVIL DEFENSE FU	\$3,174.79	\$0.13		\$3,174.92
KEOTA DAYCARE	\$1,190.10	\$0.05		\$1,190.15
WILSON MEMORIAL LIB	\$17,572.87	\$0.75		\$17,573.62
T&A METER INV	\$23,670.45	\$1.00		\$23,671.45
SIDEWALK SAVINGS	\$14,523.94	\$2.63		\$14,526.57
WTR VEH SAVINGS	\$29,306.16	\$5.30		\$29,311.46
WTR TWR MAIN SAVINGS	\$9,644.19	\$1.74		\$9,645.93
SEWER VEH SAVINGS	\$9,120.11	\$1.65		\$9,121.76
SNOW EQUIPMENT SAVINGS	\$5,071.50	\$0.91		\$5,072.41
CHECKING	\$631,411.91	\$104,689.11	\$112,599.34	\$623,501.68
GENERAL		\$19,778.68	\$29,395.99	
GENERAL - LOCAL OPTION		\$7,525.27	\$23,175.00	
CITY HALL PETTY CASH	\$50.00	\$17.00	\$17.00	\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE		\$12,375.18	\$2,799.97	
DEBT SERVICE				
CAPITAL IMPROV RESER		\$7,922.25		
LIBRARY		\$23,624.48	\$4,794.66	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM			\$99.05	
WATER		\$26,502.31	\$13,321.28	
CP. WTR. TRTMNT. PLANT			\$1,960.00	
CP. WTR. TOWER			\$875.00	
CP. WTR. MAIN DAVIS ST			\$2,520.00	
CP. WTR MAIN BROAD/DAVIS			\$1,510.00	
UTILITY DEPOSITS		\$601.00	\$438.99	
SEWER		\$21,759.47	\$8,990.65	
SEWER EXT-BROADWAY			\$2,958.00	
SEWER PLANT UPGRADE			\$28,000.69	
TOTAL				\$1,107,378.98

**RESOLUTION NO. 2021-01**

A RESOLUTION OF THE KEOTA, IOWA, CITY COUNCIL PROVIDING FOR THE FINANCIAL SUPPORT OF THE AREA 15 REGIONAL PLANNING COMMISSION.

WHEREAS, Chapters 28E and 473A of the State Code of Iowa, as amended, authorized the governing bodies of government units to cooperate in the operation of a regional planning commission; and

WHEREAS, by the Articles of Agreement, signed on August 15, 1973, as amended, the Area 15 Regional Planning Commission did become the authorized planning agency for Service Delivery Area 15; and

WHEREAS, the governing body of the City of Keota, Iowa is part of the Area 15 Regional Planning Commission and has agreed to contribute \$.50 per capita for a total amount equal to \$504.50 to cover financial operating costs of the Area 15 Regional Planning Commission from July 1, 2021 through June 30, 2022.

Passed and adopted this 18<sup>TH</sup> day of January, 2021.

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

MOTION: \_\_\_\_\_

2<sup>ND</sup>: \_\_\_\_\_

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				
HEATH MCDONALD				
KEITH CONRAD				
MATT GREINER				
ROD HILL				

**RESOLUTION NO. 2021-02**

A RESOLUTION APPROVING THE SALE OF ONE CEMETERY SPACE IN THE KEOTA MUNICIPAL CEMETERY.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given for the sale of one cemetery space in the Keota Municipal Cemetery. The following described space is now conveyed to Dell Lyle.

One Space  
Lot 3  
Block B  
Hamilton Section

Passed and adopted this 18<sup>TH</sup> day of January, 2021.

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

MOTION: \_\_\_\_\_

2<sup>ND</sup>: \_\_\_\_\_

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>
<b>MIKE BENDER</b>				
<b>HEATH MCDONALD</b>				
<b>KEITH CONRAD</b>				
<b>MATT GREINER</b>				
<b>ROD HILL</b>				