

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
FEBRUARY 1, 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 18, 2021 meeting
- b. Bills for payment

3. Department Reports

4. Business

- a. Discussion on Wellmark Foundation Large Match Grant - Pool Advocates
- b. Discussion/Approval of Agreement with Keota Fire Department
- c. Approve Resolution 2021-03: Approving fixing date for a meeting on the proposition to authorize a Loan and Disbursement Agreement and the issuance of Notes to evidence the obligations of the City not to Exceed \$300,000 Sewer Revenue Capital Loan Notes (State of Iowa Revolving Fund Sponsored Project). Public Hearing shall be on Tuesday, February 16, 2021
- d. Approve SRF Water Resource Restoration Sponsored Project Loan Amendment Application

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 18, 2021

The Keota City Council met on January 18, 2021, at the Keota City Hall. The work session was called to order at 6:00 p.m. by Mayor Anthony Cansler.

Council Members answering roll call were: Mike Bender, Rod Hill, Matt Greiner, Heath McDonald and Keith Conrad arrived at 6:05 p.m. City employee present was Tomisha Hammes.

Employee Salaries for the FY22 were discussed. The Revenues for the FY22 City of Keota Budget were reviewed.

Motion was made by Councilman Bender to adjourn the work session at 6:59 p.m. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

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

Motion was made by Councilman Bender to approve the consent agenda including the minutes from the January 4 and January 11, 2021 meetings, payment of bills, and December month end financials. Councilman Conrad seconded the motion. Motion passed with a 5-0 vote.

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
INTERAL REVENUE SERVICE	\$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

TOTAL \$31,729.21

Dec-20

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,438.53			\$39,438
LIBRARY CD 2	\$30,977.13			\$30,977
SEWER CD	\$145,355.45			\$145,355
SEWER VEH CD	\$20,604.66			\$20,604
WATER CD	\$69,525.34			\$69,525
WATER VEH CD	\$424.38			\$424
DARE	\$977.62			\$977
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,449.41	\$0.06		\$1,449
GEN FD LIBR INV	\$4,980.66	\$0.21		\$4,980
LIB BUILDING	\$1,305.18	\$0.06		\$1,305
LIB MEMORIALS	\$305.95	\$0.05		\$305
PERPETUAL CARE FUND	\$7,514.37	\$0.32		\$7,514
POLICE VEHICLE INV	\$27,156.93	\$2.31		\$27,156
PARK & CEM VEH	\$606.33	\$0.02		\$606
CITY HALL BLDG RPR	\$19,215.75	\$0.82		\$19,216
CIVIL DEFENSE FU	\$3,174.79	\$0.13		\$3,174
KEOTA DAYCARE	\$1,190.10	\$0.05		\$1,190
WILSON MEMORIAL LIB	\$17,572.87	\$0.75		\$17,573
T&A METER INV	\$23,670.45	\$1.00		\$23,671
SIDEWALK SAVINGS	\$14,523.94	\$2.63		\$14,526
WTR VEH SAVINGS	\$29,306.16	\$5.30		\$29,311
WTR TWR MAIN SAVINGS	\$9,644.19	\$1.74		\$9,645
SEWER VEH SAVINGS	\$9,120.11	\$1.65		\$9,121
SNOW EQUIPMENT SAVINGS	\$5,071.50	\$0.91		\$5,072
CHECKING	\$631,411.91	\$104,689.11	\$112,599.34	\$623,501
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
CITY HALL CASH DRAWER	\$100.00			\$100
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
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
SEWER PLANT UPGRADE

\$2,958.00
\$28,000.69

TOTAL

\$1,107,378

Department Reports:

-Wilson Memorial Library – Board meeting will take place on Monday, January 25, 2021 at 6:00 p.m.
-Keota Historical Museum –Buffalo head was moved to the new museum, but there will need to be some repairs to it before displaying.

Pool Advocates – Dan Flynn stated that last year the Pool Advocates were able to store their items for the garage sales at the former pool location. They requested to be allowed to host the garage sales at the pool location. The easement between Lagos Acres and the City of Keota will need to be reviewed to make sure this is allowable. Five-foot high cattle panels to go around the pool to make it safe while the garage sale is going on. There was a request to have the insurance agent take a look at the set up to make sure that it is covered under the City's insurance for the garage sales. Councilman Conrad will look into the insurance.

Motion was made by Councilman Conrad to approve the 2021 Keota City Cemetery Mowing Contract with Jeff Garman. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to table the bid for front doors and get more information from one of the bids before making a decision. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve Resolution 2021-01: Area 15 Regional Planning Commission. Councilman Hill seconded the motion. Roll Call Vote: Ayes –Bender, Conrad, McDonald, Greiner, Hill; Nays- None; Absent - None; Abstain - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve Resolution 2021-02: Cemetery Plot to Dell Lyle. Councilman Bender seconded the motion. Roll Call Vote: Ayes –Bender, Conrad, Hill, Greiner, McDonald; Nays- None; Absent - None; Abstain - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Greiner to set the Public Hearing for the FY22 Max Levy for Tuesday, February 16, 2021. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

Discussion was held on the snow removal from sidewalks. There was one complaint on sidewalks not being cleared in a timely fashion. The Council is requesting people start clearing their sidewalks of snow.

Clerk/Council/Mayor Comments: Council gave a round of thank you(s) to the library and museum volunteers for all their hard work they have been doing. There will be post evaluations with the city employees and Personnel Committee members to discuss salaries. Discussion was held on putting in a sidewalk from the student parking lot to the cemetery to allow safe travels to and from school for kids that live on Davis Street. The remodel for the updated Police Department office will begin in the next couple of weeks at the Public Works' Maintenance building.

Motion was made by Councilman Greiner to adjourn the meeting at 8:06 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The Keota City Council will meet on Monday, February 1, 2020 starting 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
 FEBRUARY 1, 2021 COUNCIL MEETING
 FOR PERIOD JANUARY 19 - FEBRUARY 1, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$55.66	Payroll
GREINER, TONIA	\$807.38	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$1,973.99	Employee Withholdings
IPERS	\$2,842.00	Employee Benefits
UNITED STATES POSTAL SERVICE	\$130.20	Water/Sewer - Monthly Bills
KEOTA PTO	\$1,000.00	Daycare Donation Refund
KAREN SYPHERD	\$35.00	Museum - Mannequins
SORRELL GLASS	\$1,050.36	Museum - Tempered glass shelving
WATER SOLUTIONS UNLIMITED	\$275.03	Water - Hypochloride
WINDSTREAM	\$230.09	All Dept. Phone/Fax
TREMMELE BACKHOE SERVICE	\$450.00	Water - 2 Curbstops
OLLINGER ELECTRIC	\$1,151.51	City Sign Electrical Repair
USA BLUE BOOK	\$91.63	Water - Water Chart
WELLMARK BLUE CROSS BLUE SHIELD	\$9,079.55	Employee Health Benefits
AREA 15	\$1,750.00	WWTP - Administrative Costs for SRF Loan
KEOTA HIGH SCHOOL	\$100.00	Keota Yearbook Ad

TOTAL \$26,927.45