

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
MARCH 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 February 16, 2021 meeting
- b. Bills for payment

3. Department Reports

- a. Public Works
- b. Police
- c. Library
- d. Museum

4. Business

- a. Pool Advocates
- b. Approve Resolution 2021:12: FY22 Salary for Kevin Slaubaugh
- c. Approve Resolution 2021-13: Authorizing Amendment to the Loan and Disbursement Agreement Providing Reissuance of the Sewer Revenue Capital Loan Note – Iowa Finance Authority
- d. Approve Resolution 2021-14: Authorizing Amendment to the Loan and Disbursement Agreement Providing Reissuance of the Sewer Revenue Capital Loan Note \$262,000 – Iowa Finance Authority
- e. Approve Resolution 2021-15: Washington County Riverboat Foundation Grant – KeWash Trailhead
- f. Approve Resolution 2021-16: Three Year Monetary Commitment to the KeWash Trailhead
- g. Discussion/Approval of Keota Fire Department Agreement
- h. Approve Bid for New Doors at City Hall Building

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

February 16, 2021

The Keota City Council met on February 16, 2021, at the Keota City Hall. The public hearing for the FY22 Max Levy was called to order at 6:03 p.m. by Mayor Anthony Cansler.

Council Members answering roll call were: Mike Bender, Keith Conrad, Heath McDonald, Matt Greiner and Rod Hill arrived at 6:08 p.m. City employee present was Tomisha Hammes. Also in attendance was Rich Klein, Jim Tinnes, Karen Sypherd, Dan Flynn, and Nick Mahan.

The Mayor announced that this was the time and place for the public hearing on the matter of Fiscal Year 2022 Maximum Property Tax Levy that the City of Keota can levy for their budget. The Mayor asked the city clerk if she received any written objections to the FY22 Max Levy. The city clerk stated that there were no written objections submitted. The Mayor then called for oral objections and no objections were made. The Mayor then declared the time for written and oral objections to be closed. Motion was made by Councilman Bender to close the public hearing for the FY22 Max Levy. Councilman Conrad seconded the motion Roll Call Vote: Ayes – Bender, Conrad, McDonald, Greiner; Nays- None; Absent - Hill; Abstain - None. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve Resolution 2021-04: Approving the FY22 Max Levy. 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.

The Mayor announced that this was the time and place for the public hearing on the matter of authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$300,000 Sewer Capital loan Notes. The Mayor asked the city clerk if she received any written objections to the loan and disbursement agreement. The city clerk stated that there were no written objections submitted. The Mayor then called for oral objections and no objections were made. The Mayor then declared the time for written and oral objections to be closed. Motion was made by Councilman Bender to close the public hearing for the matter of authorization of a Loan and Disbursement Agreement by and between the City and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$300,000 Sewer Capital loan Notes. Councilman Greiner 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 Bender to approve Resolution 2021-05: Resolution Instituting proceeding to take additional action for the authorization of a loan and disbursement agreement and the issuance of not to exceed \$300,000 sewer revenue capital loans note. Councilman Conrad 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 Conrad to approve the consent agenda including the minutes from the February 1, 2021 meetings, payment of bills, and January month end financials. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

CITY OF KEOTA
FEBRUARY 16, 2021 COUNCIL MEETING
FOR PERIOD FEBRUARY 2 - FEBRUARY 16, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$55.66	Payroll

GREINER, TONIA	\$859.36	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$1,991.70	Employee Withholdings
HART FREDERICK CONSULTANTS	\$2,003.00	Streets - Alley Survey - May 2019
COX SANITATION	\$3,786.75	Garbage Pick-Up/Bags
ION ENVIRONMENTAL SOLUTIONS	\$1,641.60	Water/Sewer - February Operations/Permit Labs
WHITE LAW OFFICE	\$795.55	Legal - Easement/302 E. Broadway Ave./Police Dept.
JEFFREY GARMAN	\$1,875.00	Cemetery - Mowing Contract
KEVIN WALLERICH	\$322.00	Library - January Snow Removal
US CELLULAR	\$196.84	All Dept. Cell Phones
MID-AMERICAN PUBLISHING	\$154.73	All Dept. Publishing
COUNTY LINE MART	\$52.91	Snow - Veh. O & M
FARMERS COOPERATIVE ASSN.	\$572.98	All Dept. Veh. O & M
SCHUMACHER	\$904.50	Library - Elevator Technician Call
WINDSTREAM	\$230.02	All Dept. Phone/Fax
IOWA DIVISION OF LABOR SERVICES	\$40.00	Library - Boiler Inspection

TOTAL \$21,387.65

Jan-21

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	\$253.68		\$145,609
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	\$1,449.47	\$0.06		\$1,449
GEN FD LIBR INV	\$4,980.87	\$0.21		\$4,981
LIB BUILDING	\$1,305.24	\$0.06		\$1,305
LIB MEMORIALS	\$306.00			\$306
PERPETUAL CARE FUND	\$7,514.69	\$200.33		\$7,715
POLICE VEHICLE INV	\$27,159.24	\$2.31		\$27,161
PARK & CEM VEH	\$606.35	\$0.02		\$606
CITY HALL BLDG RPR	\$19,216.57	\$0.82		\$19,217
CIVIL DEFENSE FU	\$3,174.92	\$0.13		\$3,175
KEOTA DAYCARE	\$1,190.15	\$0.05		\$1,190
WILSON MEMORIAL LIB	\$17,573.62	\$0.75		\$17,574
T&A METER INV	\$23,671.45	\$1.00		\$23,672
SIDEWALK SAVINGS	\$14,526.57			\$14,526
WTR VEH SAVINGS	\$29,311.46			\$29,311
WTR TWR MAIN SAVINGS	\$9,645.93			\$9,645
SEWER VEH SAVINGS	\$9,121.76			\$9,121
SNOW EQUIPMENT SAVINGS	\$5,072.41			\$5,072
CHECKING	\$623,501.68	\$275,214.45	\$66,330.82	\$832,385
GENERAL		\$6,211.79	\$15,303.98	
GENERAL - LOCAL				
OPTION		\$7,525.27		
CITY HALL PETTY CASH	\$50.00			\$50

CITY HALL CASH DRAWER	\$100.00		\$100
DARE			
ROAD USE		\$11,672.68	\$8,431.42
EMPLOYEE BENEFIT		\$884.05	\$1,842.53
CAPITAL IMPROV RESER		\$898.89	
LIBRARY		\$75.80	\$2,918.34
LIBRARY PETTY CASH	\$25.00		\$25
LIBRARY MUSEUM			
WATER		\$25,309.47	\$16,956.35
CP. WTR. TRTMNT. PLANT			
CP. WTR. TOWER			
CP. WTR. MAIN DAVIS ST			
CP. WTR MAIN			
BROAD/DAVIS			
UTILITY DEPOSITS		\$600.00	\$61.29
SEWER		\$21,086.24	\$10,208.31
SEWER EXT-BROADWAY			
SEWER PLANT UPGRADE		\$201,249.57	
	TOTAL		\$1,316,722

Department Reports

- Police Department – A written report was submitted. Reporting period of January 30 through February 14, 2021, there were eight (8) service calls/complaints and one (1) citations issued. Service Calls/Complaints: two disorderly conduct, one trespass, two accident (traffic), three assist and serve. Citation: warrant arrest \$5000 bond/failure to appear weapons charge.
- Wilson Memorial Library – Board meeting will take place on Monday, February 22, 2021 at 6:00 p.m. Nick Mahan stated that they are in the process of getting the 3-D printer working.
- Keota Historical Museum – Open House Sunday, February 21 from 10:00-2:00. New acquisitions have come in and the Board is prepping them for display.

The Council reviewed the fiscal year 2022 budget.

Motion was made by Councilman Conrad to approve Resolution 2021-06: FY22 Salary for Doug Conrad. 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 Conrad to approve Resolution 2021-07: FY22 Salary for Kevin Slaubaugh. Councilman Bender seconded the motion. Roll Call Vote: Ayes – Hill, Greiner; Nays – Bender, Conrad, McDonald; Absent - None; Abstain - None. Motion failed with a 3-2 vote.

Motion was made by Councilman Greiner to approve Resolution 2021-08: FY22 Salary for Kevin Miller. Councilman Conrad seconded the motion. Roll Call Vote: Ayes – Conrad, Hill, Greiner, McDonald; Nays-Bender; Absent - None; Abstain - None. Motion passed with a 4-1 vote.

Motion was made by Councilman Greiner to approve Resolution 2021-09: FY22 Salary for Library Employees. 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 approve Resolution 2021-10: FY22 Salary for Tomisha Hammes. Councilman Hill 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 approve the Public Hearing for FY22 Budget Approval on March 15, 2021 at 7:00 p.m. 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 Bender to approve assessing the recycling charge for all non-commercial residents. Councilman Conrad 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 Bender to approve Resolution 2021-11: Wellmark Foundation Large Match Grant for the Pool Advocates. Councilman Conrad 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.

Pool Advocates – The Pool Advocates are going to be trying for the Enhance Iowa CAT grant through the Iowa Economic Development Authority. The grant requires contributions from the City and County that can be multi-year pledge and must be documented. Area 15 Planning and Zoning has been emailed to ask more questions about the application process. The Pool Advocates are looking to submit a grant application for the April 15, 2021 cycle.

Discussion of City of Keota and Keota Volunteer Fire Department 28-E Agreement. Councilman Bender, Councilman Hill, and Councilman Greiner all talked with a couple of the Keota Fire Department Board trustees about how the townships cover their yearly contributions. There was discussion about either donating or selling the fire station building to the Keota Fire Department for \$1.00. The Council could then budget in a yearly donation to help with upkeep costs of the building. The Council would like to meet with a representative from each of the townships to see what collectively everyone would like to do.

Discussion on Snow Ordinances. Different ideas were discussed such as moving cars off all city streets for snow removal, having set days for which side of the street to park on to allow for snow removal, or having a designated area to park vehicles until the snow is removed from the streets. Other items were enforcing that sidewalks need to be clear of snow in a certain time frame and having cars moved to avoid a violation ticket. The Council will discuss ideas with the public works department and further discuss at upcoming meetings.

Motion was made by Councilman Greiner to approve the Employee Health Insurance Renewal through Wellmark Blue Cross and Blue Shield. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Discussion on EMC Insurance Compliance. The insurance company came and did a safety inspection on the new building. The back stairway needs a handrail. The curbs out front need to be painted yellow due to the change in elevation to be identified. He also stated that he would like to see the pool demolished and filled in for liability issues. The Council will talk to the public works department to see what the plan would be for all the recommendations.

Clerk/Council/Mayor Comments: It was requested to be put on the next agenda to approve the bid for the new doors at City Hall. There have been a couple businesses interested in moving to Keota, but there are no locations available for them that would fit what they need. Councilman Greiner stated,

"Why Not Keota," he has driven around all these other little towns and is seeing progress with new subdivisions and other updates. He commented that we have to sell our town and help grow it. We need to start having more of these conversations. If other small communities are able to grow with housing and businesses, then Keota should be able to as well. It is up to the Council to look into ways to grow our community and we need to start looking into it now.

Motion was made by Councilman Conrad to adjourn the meeting at 9:36 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The Keota City Council will meet on Monday, March 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
MARCH 1, 2021 COUNCIL MEETING
FOR PERIOD FEBRUARY 17 - MARCH 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	\$717.57	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$1,943.41	Employee Withholdings
IPERS	\$2,812.27	Employee Benefits
UNITED STATES POST OFFICE	\$131.95	Water/Sewer - Postage Monthly Bills
CENGAGE LEARNING	\$352.59	Library - Books
CENTER POINT LARGE PRINT	\$44.34	Library - 2 Large Print Books
INFOMAX OFFICE SERVICES	\$143.59	Library - Copier Lease
IOWA DIVISION OF LABOR	\$165.00	Library - Elevator Inspection
MALLEY HARDWARE	\$24.95	Library - Space Heater for Entry
QUILL CORP.	\$36.47	Library - Office Supplies
WINDSTREAM	\$148.27	Library - Phone/Fax
DELL LYLE	\$50.00	Cemetery - Refund for overpayment
CARGILL	\$5,080.06	Water - Bulk Salt
WASHINGTON LUMBER	\$1,255.28	Police - Station Remodel
QUILL CORP.	\$164.77	All Dept. Office Supplies
HICKENBOTTOM INC	\$55.76	Police - Station Remodel
SCHUMACHER ELEVATOR COMPANY	\$475.00	Library - Elevator Annual Safety Inspection
KAREN SYPHERD	\$670.61	Museum - Displays/Mannequins
WELLMARK	\$9,119.27	Employee Health Benefits
DAN'S OVERHEAD DOORS	\$496.76	Water/Sewer - Shop Garage Door Repairs/Remote
KOCH OFFICE GROUP	\$152.40	City Hall Printer/Fax/Copier Contract

TOTAL \$30,001.03