

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
MARCH 15, 2021
7:00 P.M.**

1. Roll Call

2. Public Hearing – FY22 City of Keota Budget

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 March 1, 2021 meeting
- b. Bills for payment
- c. February Month End Financials

4. Department Reports

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

5. Business

- a. Discussion/Approval Vendor Permit – Christine Brito
- b. 302 E. Broadway Avenue Building Updates
- c. Pool Advocates
- d. Approve Resolution 2021:17: FY22 City of Keota Budget
- e. Approve Resolution 2021-18: Setting the Date of April 5, 2021 Public Hearing for Potential Donation of City of Keota Building to Keota Volunteer Fire Department
- f. Approve Bid for New Doors at City Hall Building

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

MARCH 1, 2021

The Keota City Council met on March 1, 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, Matt Greiner, Heath McDonald, and Rod Hill. City Employees present were Kevin Slaubaugh, Toni Greiner, and Tomisha Hammes. Also in attendance was Dan Flynn, Denny Lyle, and Karen Sypherd.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the February 16, 2021 meeting and payment of bills. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

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
FIRST NATIONAL BANK	\$457.19	Library - Books/Programs/DVDs
FIRST NATIONAL BANK	\$326.95	City Hall/Water/Sewer - Stamps/Snow Rake/Continuing Ed/Cloth
FIRST NATIONAL BANK	\$226.56	Police - Veh. O & M
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	\$366.23	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
ION ENVIRONMENTAL SOLUTIONS	\$1,574.00	March - Operations/Labs
KEVIN'S CELLULAR SALES & SERVICE	\$345.00	Library - February Snow Removal
TOTAL	\$33,241.20	

Department Reports:

-Public Works Department – Working on mowers to prepare for spring. Working on the EMC safety compliance list for the handrail for the back stairway, painting the curbs and filling the pool in with dirt. QRS rig is removed from the maintenance building and once the remodel of the police station is done, he will be able to move his equipment that is sitting outside back inside to protect it.

-Police Department – No report submitted due to office remodel.

-Wilson Memorial Library – Working on the Princess Party at the library. Also working on the Summer Reading Program. Still doing grab and go crafts for early out days despite the cancellation of the recent early outs.

-Keota Historical Museum – The Board had a great turnout for their Open House, received several nice donations and hoping to have another Open House in March. The Board will be having a work session this week to put up some more displays.

Keota Pool Advocates – There is an online auction set up as a fundraiser. The pick-up day for online auction items will be April 10. The Pool Advocates were wondering if they could put some of the more delicate items in the basement at city hall to keep safe for pick-up. The Council stated that they were fine with that. City Wide Garage sales will take place on April 16 and 17, so the Pool Advocates will be set up at the pool to sell garage sale items. On Sunday, April 18 they will be hosting a breakfast fundraiser. The Pool Advocates' Garage Sales will continue during the Rural Road Trip April 23-25.

Motion was made by Councilman Conrad to approve Resolution 2021-12: FY22 Salary for Kevin Slaubaugh. Councilman Bender seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, McDonald; Nays - Greiner; Abstain - None; Absent - None. Motion passed with a 4-1 vote.

Motion was made by Councilman Conrad to approve Resolution 2021-13: Authorizing Amendment to the Loan and Disbursement Agreement Providing Reissuance of the Sewer Revenue Capital Loan Note – Iowa Finance Authority for \$3,001,317.71. Councilman Greiner seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, Greiner, McDonald; Nays - None; Abstain – None; Absent - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve Resolution 2021-14 Authorizing Amendment to the Loan and Disbursement Providing Reissuance of the Sewer Revenue Capital Loan Note – Iowa Finance Authority for \$262,000. Councilman McDonald seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, Greiner, McDonald; Nays - None; Abstain - None; Absent - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve Resolution 2021-15: Washington County Riverboat Foundation Grant for the KeWash Trailhead Project through Keota Unlimited. Councilman Conrad seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, Greiner, McDonald; Nays - None; Abstain - None; Absent - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Greiner to approve Resolution 2021-16: Three Year Monetary Donation of \$10,000 (each year) to the KeWash Trailhead Project to partially pave the trail. Councilman Bender seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, Greiner, McDonald; Nays - None; Abstain - None; Absent - None. Motion passed with a 5-0 vote.

Keota Fire Department Agreement - Councilman Greiner stated that he reached out to almost all the townships about the City of Keota donating the fire department building to the Keota Fire Department. The Council then discussed giving the Keota Fire Department a monetary amount as a donation for a set amount of time. Motion was made by Councilman Bender to approve donating a monetary amount of \$15,000 broken down over the course of 5 years. Councilman McDonald seconded the motion. Roll

Call Vote: Ayes – Bender, Conrad, Hill, Greiner, McDonald; Nays - None; Abstain - None; Absent - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to table the bid from MGSI to install new front doors in the city hall building. Councilman Hill seconded the motion. Motion passed with a 5-0 vote. This way the clerk can look into handicap accessible doors to be included in the estimate.

Clerk/Council/Mayor Comments: There were pictures and a list of properties that have had vehicles snowed in all winter. The Council wants to look into potentially towing these vehicles. Councilman Bender went over employee timesheets with the Council. There was discussion on the police station remodel. Councilman Hill stated that the school has decided to do a before and after school program located at the school. Councilman Greiner stated that there are issues again with ducks on South Davis Street. Councilman Greiner met with a developer from the Millersburg area that is developing land between North English and Williamsburg to discuss options for Keota. Councilman McDonald stated that once the weather gets better, he plans to put up his fence on the property on North Davis Street before his mid-July 2021 deadline. There will be no city wide clean up this year.

Motion was made by Councilman Conrad to adjourn at 9:41 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, March 15, 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.

CITY OF KEOTA
MARCH 15, 2021 COUNCIL MEETING
FOR PERIOD MARCH 2 - MARCH 15, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$56.75	Payroll
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$55.66	Payroll
GREINER, TONIA	\$982.45	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$2,012.94	Employee Withholdings
COX SANITATION	\$4,277.25	Garbage - Pick Up/Bags
SIGOURNEY LUMBER	\$614.82	Police Station - Remodel
QUILL CORP	\$62.99	Police - Entry Rug
NATE TRIER	\$1,525.00	Police Station - Remodel
ANDY ROMOSER	\$1,935.00	Police Station - Remodel
MALLEY HARDWARE	\$34.69	All Dept. Supplies
ALL AMERICAN PEST CONTROL	\$65.00	City Hall - Quarterly Pest Control
US CELLULAR	\$191.84	All Dept. Cell Phones
JEFF GARMAN	\$1,875.00	Cemetery - Mowing Contract
KEOTA LAWN AND POWER	\$174.25	Snow - Veh. O & M
JIM TINNES TRUCKING	\$1,722.50	Snow - Snow Removal
AARON NOWELL	\$124.84	Deposit - Refund for Finalized Bill
VERIZON	\$40.01	Police - Hot Spot
MID-AMERICA PUBLISHING	\$796.51	All Dept. - Publishing Notices/Minutes
FARMERS COOPERATIVE	\$691.98	All Dept. Veh. O & M
OLLINGER ELECTRIC	\$50.82	City Hall - Fix Outside Lights
ALLIANT ENERGY	\$7,539.60	All Dept. Gas/Electric
WASHINGTON LUMBER	\$588.26	Police Station - Remodel
MENARDS	\$500.25	Police Station - Remodel
UNITED STATES POST OFFICE	\$131.95	Water Bills
HARRIS BOYZ HEATING AND AIR	\$1,249.23	City Hall - Air Conditioner Nitrogen/Hole in AC Line Repair
TOTAL	\$33,147.89	

Feb-21

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,438.53		\$29.50	\$39,468.03
LIBRARY CD 2	\$30,977.13		\$23.17	\$31,000.30
SEWER CD	\$145,609.13			\$145,609.13
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	\$1,449.53		\$0.04	\$1,449.57
GEN FD LIBR INV	\$4,981.08		\$0.14	\$4,981.22
LIB BUILDING	\$1,305.30		\$0.04	\$1,305.34
LIB MEMORIALS	\$306.00			\$306.00
PERPETUAL CARE FUND	\$7,715.02		\$0.22	\$7,715.24
POLICE VEHICLE INV	\$27,161.55		\$1.45	\$27,163.00
PARK & CEM VEH	\$606.37		\$0.02	\$606.39
CITY HALL BLDG RPR	\$19,217.39		\$0.56	\$19,217.95
CIVIL DEFENSE FU	\$3,175.05		\$0.09	\$3,175.14
KEOTA DAYCARE	\$1,190.20		\$0.03	\$1,190.23
WILSON MEMORIAL LIB	\$17,574.37		\$0.51	\$17,574.88
T&A METER INV	\$23,672.45		\$0.69	\$23,673.14
SIDEWALK SAVINGS	\$14,526.57			\$14,526.57
WTR VEH SAVINGS	\$29,311.46			\$29,311.46
WTR TWR MAIN SAVINGS	\$9,645.93			\$9,645.93
SEWER VEH SAVINGS	\$9,121.76			\$9,121.76
SNOW EQUIPMENT SAVINGS	\$5,072.41			\$5,072.41
CHECKING	\$832,385.31			\$841,156.35
GENERAL		\$65,461.65	\$56,690.61	
GENERAL - LOCAL OPTION		\$5,482.11	\$18,768.56	
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE		\$8,819.00	\$6,489.73	
EMPLOYEE BENEFIT		\$394.72	\$7,869.71	
CAPITAL IMPROV RESER				
LIBRARY		\$2,759.14	\$3,283.63	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM			\$1,085.36	
WATER		\$25,971.22	\$10,836.07	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS		\$200.00		
SEWER		\$21,956.80	\$7,915.91	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE			\$1,750.00	
TOTAL				\$1,325,549.53

RESOLUTION NO. 2021-17
RESOLUTION APPROVING CITY OF KEOTA'S ANNUAL BUDGET FOR FISCAL
YEAR 2021-2022

WHEREAS, The Code of Iowa, Chapter 384, Section 16, requires that all cities prepare and adopt an annual budget of expenditures and receipts for at least the next fiscal year; and

WHEREAS, the Notice of Public Hearing Budget Estimate was published on March 3, 2021; and

WHEREAS, the Keota City Council did hold a public hearing concerning the budget for the 2021-2022 fiscal year on March 15, 2021; and

WHEREAS, the Keota City Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed budget and any modifications proposed at the hearing.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Keota, Iowa that they do hereby approve the budget for the 2021-2022 fiscal year as attached in the budget forms.

BE IT FURTHER RESOLVED, by the City Council of Keota, Iowa that the Mayor and the City Clerk are hereby authorized and directed to execute this resolution.

BE IT FURTHER RESOLVED, by the City Council of Keota, Iowa that the City Clerk is directed to submit these forms to the Keokuk County Auditor on or before March 31, 2021.

Passed and adopted this 15th day of March, 2021.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK TOMISHA HAMMES

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

RESOLUTION NO. 2021-18

RESOLUTION SETTING A PUBLIC HEARING FOR THE POTENTIAL DONATION OF THE CITY OF KEOTA PROPERTY AT 309 E. BROADWAY AVENUE TO THE KEOTA VOLUNTEER FIRE DEPARTMENT

BE IT RESOLVED, by the Keota City Council of the City of Keota, Iowa, that their approval is given to set a public hearing for Monday, April 5, 2021 at 7:00 p.m. to discuss the potential donation of the City of Keota property located at 309 E. Broadway Avenue to the Keota Volunteer Fire Department.

Passed and approved this 15th day of March, 2021.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK TOMISHA HAMMES

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