

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. BROADWAY AVE.
APRIL 5, 2021
7:00 P.M.**

1. Roll Call

2. Public Hearing – Donation of Fire Station to Keota Fire Department

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 15, 2021 meeting
- b. Bills for payment

4. Department Reports

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

5. Business

- a. Jim Henrich – Daycare Information
- b. First Reading of Ordinance 2021-288: Sewer Rate Increase
- c. Approve Building Permit for Fence at 202 N. Fulton Street
- d. Approve Resolution 2021-19: FY22 Salary for Tonia Greiner
- e. Approve Resolution 2021-20: Donation of 309 E. Broadway Ave. to Keota Volunteer Fire Department

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 15, 2021

The Keota City Council met on March 15, 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: Heath McDonald, Keith Conrad, Mike Bender, Rod Hill, and Matt Greiner arrived at 7:10 p.m. City Employees present were Kevin Slaubaugh, Toni Greiner, and Tomisha Hammes. Also in attendance was Rich Klein, Dan Flynn and Christine Brito.

The Mayor announced that this was the time and place for the public hearing on the matter of Fiscal Year 2022 City of Keota Budget. The Mayor asked the city clerk if she received any written objections to the FY22 Budget. 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 Conrad to close the public hearing for the FY22 Budget. Councilman Bender seconded the motion Roll Call Vote: Ayes –Bender, Conrad, Hill, McDonald; Nays- None; Absent -Greiner; Abstain - None. Motion passed with a 4-0 vote.

Motion was made by Councilman Hill to approve the consent agenda including minutes from the March 1, 2021 meeting, payment of bills, and February month end financials. Councilman McDonald seconded the motion. Motion passed with a 3-1 vote. Councilman Bender voted against the consent items.

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
IOWA PRISON INDUSTRIES	\$75.90	Police - Station Signs
USA BLUE BOOK	\$73.83	Water - Sulfuric Acid/pH Probe Cartridge
IOWA RURAL WATER	\$315.00	Water - Annual Conference

TOTAL \$33,612.62

Feb-21

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,438.53		\$29.50	\$39,468
LIBRARY CD 2	\$30,977.13		\$23.17	\$31,000
SEWER CD	\$145,609.13			\$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	\$1,449.53		\$0.04	\$1,449
GEN FD LIBR INV	\$4,981.08		\$0.14	\$4,981
LIB BUILDING	\$1,305.30		\$0.04	\$1,305
LIB MEMORIALS	\$306.00			\$306
PERPETUAL CARE FUND	\$7,715.02		\$0.22	\$7,715
POLICE VEHICLE INV	\$27,161.55		\$1.45	\$27,163
PARK & CEM VEH	\$606.37		\$0.02	\$606
CITY HALL BLDG RPR	\$19,217.39		\$0.56	\$19,217
CIVIL DEFENSE FU	\$3,175.05		\$0.09	\$3,175
KEOTA DAYCARE	\$1,190.20		\$0.03	\$1,190
WILSON MEMORIAL LIB	\$17,574.37		\$0.51	\$17,574
T&A METER INV	\$23,672.45		\$0.69	\$23,673
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	\$832,385.31	\$65,461.65	\$56,690.61	\$841,156
GENERAL		\$5,482.11	\$18,768.56	
GENERAL - LOCAL OPTION				
CITY HALL PETTY CASH	\$50.00			\$50
CITY HALL CASH DRAWER	\$100.00			\$100
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
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		\$1,325,546

Department Reports:

-Public Works Department – Christmas tree was removed from the green space. Slaubaugh was working on putting in the new handrail and drove a screw into an A/C line that had to be repaired. The claim was turned into the insurance company. Streets will be cleaned in the next couple of weeks. Police Station remodel is complete and turned out better than anticipated.

-Police Department – A written report was submitted. There were twenty-two (22) complaints and/or service calls and two (2) citations issued. Complaints and/or service calls: one simple assault, one vandalism, one family and children, one mental, seven assist and serve, one fire, one misc. complaint, two dog/cat/misc. animal, one livestock, three traffic violations, two parking, and one domestic abuse. Citations: two speed/alternative enforcement.

-Wilson Memorial Library – The 3-D printer is working. Having some issues with calibrating it. Toni Greiner passed around a money clip that was made by the 3-D printer. The Princess Party was last Saturday and there were 17 girls that attended. It was set up in groups to limit the number of people in attendance at one time.

-Keota Historical Museum – There was an open house last Saturday with 8-10 people in attendance. More donations have come in and they are working on getting the items ready for display.

Motion was made by Councilman Conrad to approve the vendor permit for Christine Brito. Councilman Bender seconded the motion. Motion passed with a 5–0 vote.

Updates on the building at 302 E. Broadway Avenue – a letter was submitted by the property owner for the Council to review. The process of repair has started and she hopes to repair the north, northwest, and northern most 30 feet of the west wall.

Pool Advocates – Fence put up at the pool for the garage sales. The insurance agent is supposed to okay the fence in the next couple of days. Online sales March 29 – April 9. Pick up for the online sale will be on April 10 at the drive-up at the city hall building. They will have Garage Sales April 16 and 17 at the pool bathhouse. They will also be on the Rural Road Trip April 23-25. Donations for any of these events should be facilitated through one of the Pool Advocates.

Motion was made by Councilman Conrad to approve Resolution 2021-17: FY22 City of Keota Budget. 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 2021-18: Setting the date of April 5, 2021 Public Hearing for the Potential Donation of City of Keota Building to Keota Volunteer Fire Department. 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 Conrad to approve the MGSI Bid for the new city hall entry doors. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Clerk/Council/Mayor Comments: Mayor Cansler discussed how employee issues will be handled

moving forward. Items needing discussed will need to be written down and turned into Mayor Cansler. The Personnel Committee will then go over it with the employee. There was an issue during after school pick up with a resident not being able to get into their drive-way on Ellis Street by the school. It was requested to have the school potentially put in their weekly flyer that parents/guardians picking up children not block driveways while waiting in the pick-up line. Councilman Conrad and Mayor Cansler attended the Keokuk County Emergency Management Service Meeting in Sigourney on March 10. Councilman Bender left the meeting at 8:06 p.m. The clerk was asked to look into any ordinances the City of Keota has on signage in yards.

Motion was made by Councilman Conrad to adjourn at 8:26 p.m. Councilman Hill seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, April 5, 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
 APRIL 5, 2021 COUNCIL MEETING
 FOR PERIOD MARCH 16 - APRIL 5, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$55.66	Payroll
GREINER, TONIA	\$942.08	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$2,019.86	Employee Withholdings
IPERS	\$2,878.26	Employee Benefits
CENGAGE LEARNING	\$91.61	Library - Books
CENTER POINT LARGE PRINT	\$44.34	Library - 2 Large Print Books
INFOMAX OFFICE SYSTEMS	\$230.10	Library - Copier Lease
QUILL CORP.	\$15.97	Library - Janitorial Supplies
WINDSTREAM	\$146.58	Library - Phone/Fax
MALLEY HARDWARE	\$308.67	All Dept. - Shop/City Hall Handrail/Police Remodel
VERIZON	\$40.01	Police - Hot Spot
WELLMARK BLUE CROSS & BLUE SHIELD	\$9,119.27	Employee Health Benefits
WATER SOLUTIONS UNLIMITED	\$437.48	Water - Hypochlorite Solution
WINDSTREAM	\$232.07	All Dept. - Phone/Fax
DEARBORN GROUP	\$117.00	Employee Life Insurance Benefits
LYLE INSURANCE AGENCY	\$43,335.00	All Dept. - Insurance
ERICA POREMBA	\$304.76	Water/Sewer - Finalized Bill Refund
FIRE KING	\$35.00	Police - Replacement Key for Filing Cabinet
COX SANITATION	\$3,621.00	Garbage - Pick-Up/Bags
ALLIANT ENERGY	\$6,714.93	All Dept. Gas/Electric
TRENT GREINER LOGGING	\$1,800.00	Streets - Tree Removal 330th Avenue
IOWA ASSN. OF MUNICIPAL UTILITIES	\$681.00	Water - Annual Dues
FIRST NATIONAL BANK	\$137.99	City Hall - Clerk's Conference Registration
FIRST NATIONAL BANK	\$207.85	Police - Veh. O & M
FIRST NATIONAL BANK	\$608.98	Water Conference Hotel/Police Remodel Supplies
FIRST NATIONAL BANK	\$182.36	Library - Books
KAREN SYPHERD	\$25.78	Museum - Fixtures/Floor Mat
LARRY SANDERS	\$101.76	Museum - Mannequins

TOTAL \$80,340.42

Ordinance No. 2021-288

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE RATES CHARGED FOR SEWER RENTAL RATES AS OF JULY 1, 2021.

BE IT ENACTED by the City Council of the City of Keota, Iowa:

SECTION 1. Title VI, Chapter 9, Section 2 of the Keota Municipal Code, 2017, is hereby repealed and the following adopted in lieu thereof:

6-9-2: Rental Rate: Each Customer shall pay a sewer rental based on water used each month:

1. For the first 2,000 gallons of water used, sewer rent shall be \$50.00 (Minimum Charge).
2. For the next 3,000 gallons of water used, sewer rent shall be charged at \$5 per 1,000 gallons.

SECTION 2. REPEALER. That all other ordinances or parts of ordinances in conflict herewith are repealed.

SECTION 3. SEVERABILITY CLAUSE. That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Keota, Iowa, hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law with new rates taking effect on July 1, 2021.

ANTHONY CANSLER, MAYOR

1st Reading: April 5, 2021
2ND Reading: April 19, 2021
3rd Reading: May 3, 2021

ATTEST:

TOMISHA HAMMES, CITY CLERK

I certify that the foregoing was published as Ordinance 288 on May 12, 2021.

Motion: _____ Second: _____

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

Speer Financial, Inc.

Sewer

City of Keota, Keokuk/Washington Counties, Iowa

Net Income Summary and Debt Service Coverage

Series 2017 \$3,128,000 Sewer Revenue SRF Loan (Back Load)

Proposed

Page 1

Fiscal Year	2016	2017	2018	2019	2020	2021	2022	2023
Accounts	435	435	435	435	435	435	435	435

Operating Revenue:								
Sewer charges for service	\$ 131,595	\$ 156,320	\$ 171,952	\$ 189,147	\$ 217,519	\$ 261,023	\$ 339,330	\$ 342,723
Misc. Revenue	-	-	-	-	-	-	-	-
Infrastructure Fee \$/mo/ accounts	-	-	-	-	-	-	-	-

Net Operating Revenue	\$ 131,595	\$ 156,320	\$ 171,952	\$ 189,147	\$ 217,519	\$ 261,023	\$ 339,330	\$ 342,723
Operating Expense:								
Operation and Maintenance	\$ 86,300	\$ 81,938	\$ 83,577	\$ 86,248	\$ 86,953	\$ 88,692	\$ 90,466	\$ 92,275
Misc. Expenses	-	-	-	-	-	-	-	-

Operating Expense:	\$ 86,300	\$ 81,938	\$ 83,577	\$ 86,248	\$ 86,953	\$ 88,692	\$ 90,466	\$ 92,275
Net Operating Income:	\$ 45,295	\$ 74,382	\$ 88,375	\$ 103,899	\$ 130,566	\$ 172,331	\$ 248,864	\$ 250,448

Calculation of Debt Service Coverage:
Minus: Transfer to Savings

Income Available For Debt Service	\$ 45,295	\$ 74,382	\$ 88,375	\$ 103,899	\$ 130,566	\$ 172,331	\$ 248,864	\$ 250,448
Series 2017 \$3,128,000 Sewer Revenue SRF Loan				\$ 84,920	\$ 89,460	\$ 119,700	\$ 219,520	\$ 219,320

Total Debt Payment	\$ -	\$ -	\$ 69,384.26	\$ 84,920.00	\$ 99,460.00	\$ 119,700.00	\$ 219,520.00	\$ 219,320.00
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Debt Service Coverage	1.27	1.22	1.31	1.44	1.13	1.14
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Cash Available	\$ -	\$ 74,382	\$ 18,991	\$ 18,979	\$ 31,106	\$ 52,631	\$ 29,344	\$ 31,128
Cash Balance (Beginning of Year)	\$ 260,463	\$ 260,463	\$ 334,845	\$ 353,835	\$ 372,815	\$ 403,921	\$ 456,552	\$ 485,896
Ending (Cash Balance & CD's)	\$ 260,463	\$ 334,845	\$ 353,836	\$ 372,815	\$ 403,921	\$ 456,552	\$ 485,896	\$ 517,023

Speer Financial, Inc.
AVG MONTHLY BILL
% increase in avg bill
fiscal year

17/Apr/17	\$25.21	\$29.95	\$32.94	\$36.24	\$41.67	\$50.00	\$65.01	\$65.66
2016	18.8%	18.8%	10.0%	10.0%	15.0%	20.0%	30.0%	1.0%
2017		2017	2018	2019	2020	2021	2022	2023
Total Monthly Bill	\$ 25.21	\$ 29.95	\$ 32.94	\$ 36.24	\$ 41.67	\$ 50.00	\$ 65.01	\$ 65.66

RESOLUTION NO. 2021-19

**RESOLUTION APPROVING THE COMPENSATION FOR BUDGET YEAR
2021-2022**

WHEREAS, The City Council of Keota, Iowa, has discussed and agreed to set the pay compensation for the following employee as follows for July 1, 2021 to June 30, 2022 per the Wilson Memorial Library Board's request of a 3% raise for the Wilson Memorial Library Director:

TONIA GREINER - \$13.39

BE IT THEREFORE RESOLVED, that the City Council of Keota, Iowa, approves the following list of pay compensation for the 2021-2022 budget year.

PASSED AND APPROVED this 5TH day of April, 2021.

ANTHONY CANSLER, MAYOR

ATTEST:

TOMISHA HAMMES, CITY CLERK

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

RESOLUTION 2021-20

A RESOLUTION APPROVING THE DONATION OF THE CITY OF KEOTA PROPERTY LOCATED AT 309 E. BROADWAY AVENUE IN KEOTA, IOWA TO THE KEOTA VOLUNTEER FIRE DEPARTMENT.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given to donate their property located at 309 E. Broadway Avenue in Keota, Iowa to the Keota Volunteer Fire Department.

WHEREUPON, Resolution 2021-20 is passed and approved this 5th Day of April, 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				