

**AGENDA  
KEOTA CITY COUNCIL  
225 E. BROADWAY AVE.  
JUNE 21, 2021  
7:00 P.M.**

**1. Roll Call**

**2. Closed Session Requested by City Attorney Jason Palmer – Iowa Code Section 21.5(1)(c) Matters Currently in Litigation**

**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 June 7, 2021 meeting
- b. Bills for payment
- c. May Month End Financials

**4. Department Reports**

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

**5. Business**

- a. Casey Peck, KCTC – Cloudburst9
- b. Approve Proposal - Chad McCleary, Ion Environmental Solutions
- c. Approve Tobacco Permit for Keota Eagle Foods
- d. Approve Resolution 2021-31: FY21 Budgeted Transfers
- e. Approve Resolution 2021-32: Alliant Energy Grant Wilson Memorial Library
- f. Approve Applying for Rural Housing Assessment Grant Program
- g. Approve Changing Meeting to July 6, 2021 from July 5, 2021
- h. Approve Building Permit for fence at 212 N. Davis St.
- i. Approve Building Permit for fence at 309 N. Ellis St.
- j. Approve Building Permit for fence at 411 E. Keokuk Ave.

**6. Citizen Comments**

*While Citizen Comments are not required by law, the Mayor and City Council welcome comments from the public. An opportunity to speak is not guaranteed and is allowed at the discretion of the Chair. You are asked to give your name and address for the record and to limit your remarks to 3 minutes in order that others may be given the opportunity to speak. The following requirements will be enforced by the Mayor and the City Council:*

- *All comments must be directed at the Mayor and Council.*
- *Only the citizen given the opportunity to speak is allowed to speak. Citizens that interrupt the speaker will be asked to leave the meeting.*
- *You may ask questions to the Council; however, your questions will not be answered during Citizen Comments and will be considered, though no answer guaranteed, during Council Comments.*
- *Once Citizen Comments are complete, there will be no talking or comments from the gallery. Any citizens speaking once Citizen Comments are complete may be asked to leave the meeting.*

**7. Clerk/Council/Mayor Comments**

**8. \*Adjournment**

\*Mayor Anthony Cansler\*Councilman Matt Greiner\*Councilman Rod Hill  
\*Councilman Keith Conrad\*Councilman Mike Bender\*Councilman Heath McDonald

\*Public Works Director Kevin Slaubaugh \*Police Chief Doug Conrad  
\*City Clerk/Administrator Tomisha Hammes

JUNE 7, 2021

The Keota City Council met on June 7, 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, and Heath McDonald. City Employees present were Kevin Slaubaugh and Tomisha Hammes. Also in attendance was Rich Klein, Nick Mahan, Chad McCleary, Karen Sypherd, Dan Flynn, and Jim Henrich.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the May 17, 2021 meeting and payment of bills. Councilman Hill seconded the motion. Motion passed with a 4-0 vote.

CITY OF KEOTA  
JUNE 7, 2021 COUNCIL MEETING  
FOR PERIOD MAY 18 - JUNE 7, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$31.52	Payroll
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$55.66	Payroll
GREINER, TONIA	\$783.75	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$1,217.47	Payroll
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$1,971.50	Employee Withholdings
IPERS	\$2,834.95	Employee Benefits
ALL AMERICAN PEST CONTROL	\$30.00	Library - Pest Control
CASH	\$50.00	Library - Summer Reading Program Prizes
CENGAGE LEARNING	\$21.69	Library - Book
CENTER POINT LARGE PRINT	\$44.34	Library - Large Print Books
GOOD HOUSEKEEPING	\$12.00	Library - Magazine
INFOMAX OFFICE SYSTEMS INC	\$143.59	Library - Copier Lease
KEOTA ATHLETIC BOOSTERS	\$180.00	Library - Summer Reading Program Prizes
WINDSTREAM	\$145.43	Library - Phone/Fax
WOOD WHEEL VINEYARDS	\$50.00	Library - Summer Reading Program Prizes
UNITED STATES POST OFFICE	\$135.72	Water/Sewer - Water Bills
IOWA FINANCE AUTHORITY	\$10,510.00	Water Loan - Broadway Extension
IOWA FINANCE AUTHORITY	\$27,520.00	Water Loan - Treatment Plant
IOWA FINANCE AUTHORITY	\$50,125.00	Water Loan - Tower
IOWA FINANCE AUTHORITY	\$15,000.00	Sewer Loan - WWTP Sponsored Project
IOWA FINANCE AUTHORITY	\$15,940.00	Water Loan - Davis Extension
IOWA FINANCE AUTHORITY	\$75,153.44	Sewer Loan - Waste Water Treatment Plant
LIBERTYVILLE SAVINGS BANK	\$11,458.00	Sewer Loan - Broadway Extension
ALLIANT ENERGY	\$6,576.20	All Dept. Gas/Electric
IOWA DEPT. OF NATURAL RESOURCES	\$350.00	Sewer - Stormwater Discharge Permit 3 Years
WASHINGTON LUMBER & HOME CENTER	\$447.48	Shop - Exterior Door Replacement
WATER SOLUTIONS UNLIMITED INC	\$375.00	Water - Hypochloride
MALLEY HARDWARE	\$156.17	All Dept. Supplies
MENARDS	\$24.77	City Hall - Dry Sand for Flag Pole Installation
WELLMARK	\$9,498.74	Employee Benefits
BROADWAY SERVICE CENTER	\$3,745.42	Streets - Dump Truck Tires
ACTION SERVICE INC	\$210.00	Park/KeWash Trailhead - Porta Potty
KOCH OFFICE GROUP	\$143.95	All Dept - Copier Fee
		Deposit - One Year Non-Delinquent Payments
ERIC KEPHART	\$100.00	Refund

KITN CHANCE	\$100.00	Deposit - One Year Non-Delinquent Payments Refund
DONALD LINDHART	\$100.00	Deposit - One Year Non-Delinquent Payments Refund
BRYAN THOMPSON	\$54.29	Deposit - Finalized Billing
ANDY ROMOSER CONSTRUCTION	\$240.00	Shop - Exterior Door Repair
KEOTA EAGLE FOODS	\$186.61	All Dept. Janitorial Expenses for January - May
KEOTA TRANSMISSION AND REPAIR	\$168.60	Water - Replace Mode Door Actuator
FIRST NATIONAL BANK	\$248.47	All Dept. - Basketball nets/tether ball/stamps
FIRST NATIONAL BANK	\$495.60	Library - Books/Programs/DVDs
FIRST NATIONAL BANK	\$85.06	Police - Veh. O & M
US POSTAL SERVICE	\$58.00	All Dept. - Post Office Box Fee
VERIZON WIRELESS	\$40.01	Police - Hot Spot
LIBERTYVILLE SAVINGS BANK	\$15,982.00	Refund - Bank Donation Payment for Property Tax
KEOTA LAWN AND POWER	\$33.00	Park - Trimmer Repair
FARMERS COOPERATIVE ASSOCIATION	\$548.05	All Dept - Veh. O & M
COUNTY LINE MART	\$112.29	Police - Veh. O & M
IDEAL READY MIX COMPANY INC.	\$140.75	City Hall - Flag Pole Concrete
OLLINGER ELECTRIC	\$695.93	Library - Outside Lights
US CELLULAR	\$197.05	All Dept. - Cell Phones
ION ENVIRONMENTAL SOLUTIONS	\$1,782.80	Water/Sewer - Operations and Permits
MISC. ON MAIN	\$39.98	Water - Cell Phone Charger/Protector
<b>TOTAL</b>	<b>\$261,006.34</b>	

#### Department Reports:

- Public Works Department – Working on getting things cleaned up for Keota Fun Days. Sweeping streets most mornings this week.
- Police Department – A written report was submitted. Reporting period of May 15th through May 31st, 2021, there were six (6) service calls/complaints and two (2) citations issued. Service Calls/Complaints: one assault, two simple assault, one family and children, one misc. complaints, one traffic violation. Two (2) citations issued: two speed/alternative enforcement.
- Wilson Memorial Library – They will be applying for a grant through the State Library of Iowa from the American Rescue Plan Act for a StoryWalk that would be located along the Kewash Trailhead. The Summer Reading Program is off to a great start. The Iowa State Extension Office will hold their Insect Zoo in conjunction with the Summer Reading Program on Tuesday, June 15. Reservations will need to be made in advance due to a limit on the number of people that can attend.
- Keota Historical Museum – Open House on Saturday, June 12, from 12:00 to 2:00 p.m. during the Keota Fun Days. They will have a meeting Tuesday, June 8 to prepare for the Open House. A dentist chair was donated which is a unique piece of Keota History. Denny Shaffer donated maps from 1890s, 1900s and 1915 of the fire district. They are 2 x 4 foot maps with a total of 8 maps.

Chad McCleary, Ion Environmental Solutions – There will be daily coverage of the water plant, wastewater treatment plant, and the weekly testing in the short term until the public works position gets filled. That will allow Slaubaugh to do the other daily chores that need to be done. It would be about a \$2000 increase per month to cover the chores. If the City chooses to stick with Ion and having them do the chores the cost would stay the same and the City could hire someone to take care of the mowing, snow removal, and other areas of the City. Ion Environmental Solutions would be hired to operate the Water, Well, Sewer Plants and also anything dealing with the Iowa DNR without the increase in IPERS, worker's compensation, benefits, etc. Ion will have a proposal for services hopefully by the end of the week. Chad McCleary will meet with Kevin Miller on Wednesday, June 9 to go over everything at the plants to find out what all needs to be done and then they will start on Thursday, June 10 taking over the work. It will be on the agenda at the next Council meeting to decide how the Council will like to move forward with the proposal past the short term agreement.

Jim Henrich, Keota School District Superintendent - Jim Henrich will take the role of Director of the Before and After School Program at the Keota Schools. The fire inspection is complete, the floor plans have been submitted, next step would be the DHS License application and then a handbook. An on-site supervisor will need to be hired. Councilman Bender wanted to know what the school's business manager feelings were on the before and after school program. Mr. Henrich responded that the business manager thinks it is a good idea, but they just don't have the man power to do the payroll, so that is why they have approached the City of Keota to do the payroll. There would be about six employees for the before and after school program. Discussion was held on whether the City should get involved with the school in taking over the payroll for this program, because then the City would be liable for any issues that may happen. The employees would be City employees 6:00 to 7:45 a.m.; School employee's 7:45 a.m. to 3:45 p.m.; City employees 3:45 to 6:00 p.m. There will need to be benefits for the employees as well. The Council stated that there will need to be more discussion and a 28-E agreement presented before any decisions are made.

Motion was made by Councilman Bender to approve Resolution 2021-29: Interview Committee for the Public Works Position – Anthony Cansler, Mike Bender, Keith Conrad, and Kevin Slaubaugh. Councilman McDonald seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, McDonald; Nays - None; Abstain – None; Absent - Greiner. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve Resolution 2021-30: Wilson Memorial Library StoryWalk Grant – American Rescue Plan Act through the State Library of Iowa. Councilman Conrad seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Hill, McDonald; Nays - None; Abstain – None; Absent - Greiner. Motion passed with a 4-0 vote.

Motion was made by Councilman Conrad to approve the building permit for 205 Rock Island Avenue - fence. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Conrad to approve the building permit for 110 N. Lincoln Street - patio. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the Tobacco Permit for County Line Mart, LLC. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the Tobacco Permit for The Roost Tavern. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the EagleRock! Bake Sale in front of the Keota City Hall on Friday, June 25. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

Citizen Comments: Karen Sypherd stated that it is going to cost more than what you think to do the payroll for the school's before and after school program. IPERS, benefits, worker's compensation, etc. will be added expense to the City and will be added work for the city clerk. It would be easier for the school to key in the extra hours then adding employees to the City. Nick Mahan stated that there hasn't been an agreement yet, so it is still worth looking into the before and after school program.

Clerk/Council/Mayor Comments: Councilman Bender stated that when the ad was placed for the before and after school director for the City of Keota and the Keota School District he was a little taken back on not giving permission to do the ad. Councilman Conrad stated that there needs to be a 28-E agreement with the City and the School before any decisions are made. Councilman McDonald stated that he purchased the materials for the fence he is required to put up, but the steel is backordered. Mayor Cansler stated that there was some good discussion between the School and the City in

regards to the before and after school program at the school. Moving forward the Council will not make a rash decisions and will pay attention to what is being said. Once we have all the information the Council will make an informed decision.

Motion was made by Councilman Bender to adjourn at 8:48 p.m. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, June 21, 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  
 JUNE 21, 2021 COUNCIL MEETING  
 FOR PERIOD JUNE 8 - JUNE 21, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$22.07	Payroll
CONRAD, DOUGLAS L.	\$1,858.03	Payroll
GREINER, ASHLEY	\$27.84	Payroll
GREINER, TONIA	\$864.10	Payroll
HAMMES, TOMISHA	\$1,326.85	Payroll
MILLER, KEVIN	\$3,298.22	Payroll/Vacation/Comp Time Payout
SLAUBAUGH, KEVIN L.	\$1,502.70	Payroll
EFTPS	\$2,859.33	Employee Withholdings
B & L CONCRETE	\$10,000.00	KeWash Trailhead - Trail Paving
MENARDS	\$48.97	Compost - Propone Torch
JEFFERY GARMAN	\$1,875.00	Cemetery - Contracted Mowing
SINCLAIR TRACTOR	\$64.89	All Dept. - Skid Loader Parts
COX SANITATION	\$3,309.00	Garbage - Bags/Pick Up
ALL AMERICAN PEST CONTROL	\$65.00	City Hall - Quarterly Pest Control
ION ENVIRONMENTAL SOLUTIONS	\$1,950.00	Water/Sewer - June Daily Operations
MID-AMERICA PUBLISHING	\$588.65	All Dept. Publishing
SCHMITTY'S	\$50.00	City Hall - Parade Candy
H & M FARM & HOME	\$136.40	All Dept. Supplies

TOTAL      \$29,824.98



Apr-21

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,468.03		\$24.60	\$39,492.63
LIBRARY CD 2	\$31,000.30		\$19.32	\$31,019.62
SEWER CD	\$145,772.49			\$145,772.49
SEWER VEH CD	\$20,604.66			\$20,604.66
WATER CD	\$69,525.34			\$69,525.34
WATER VEH CD	\$424.38		\$1.05	\$425.43
DARE	\$977.62		\$1,660.00	\$2,637.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,449.65		\$0.04	\$1,449.69
GEN FD LIBR INV	\$4,981.47		\$0.13	\$4,981.60
LIB BUILDING	\$1,305.40		\$0.03	\$1,305.43
LIB MEMORIALS	\$306.03			\$306.03
PERPETUAL CARE FUND	\$7,715.63		\$0.20	\$7,715.83
POLICE VEHICLE INV	\$27,165.27		\$1.15	\$27,166.42
PARK & CEM VEH	\$606.43		\$0.02	\$606.45
CITY HALL BLDG RPR	\$19,218.91		\$0.49	\$19,219.40
CIVIL DEFENSE FU	\$3,175.30		\$0.08	\$3,175.38
KEOTA DAYCARE	\$1,190.29		\$0.03	\$1,190.32
WILSON MEMORIAL LIB	\$17,575.76		\$0.45	\$17,576.21
T&A METER INV	\$23,674.33		\$0.60	\$23,674.93
SIDEWALK SAVINGS	\$14,527.98			\$14,527.98
WTR VEH SAVINGS	\$29,314.31			\$29,314.31
WTR TWR MAIN SAVINGS	\$9,646.86			\$9,646.86
SEWER VEH SAVINGS	\$9,122.65			\$9,122.65
SNOW EQUIPMENT SAVINGS	\$5,072.90			\$5,072.90
CHECKING	\$1,216,898.17			\$1,243,390.49
GENERAL		\$67,985.72	\$30,038.21	
GENERAL - LOCAL OPTION		\$7,429.33		
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE			\$800.00	
ROAD USE		\$11,281.33	\$8,235.34	
EMPLOYEE BENEFIT		\$3,078.86	\$1,799.38	
CAPITAL IMPROV RESER		\$3,130.53		
LIBRARY		\$7,935.04	\$3,593.51	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM		\$5,000.00	\$5,244.00	
WATER		\$22,693.33	\$19,326.01	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS		\$200.00	\$110.69	
SEWER		\$18,533.39	\$6,590.62	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,729,668.16