

**AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
AUGUST 2, 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 July 19, 2021 meeting
- b. Bills for payment

3. Department Reports

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

4. Business

- a. Jim Henrich – Before and After School Program Discussion
- b. Keota Fire Department – 28-E Agreement Discussion
- c. Discussion on Animal Ordinance – Rabies Vaccinations
- d. Approve Resolution 2021-37: Hiring Public Works Employee
- e. Approve Building Permit for 405 S. Hamilton Street

5. 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.*

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 *Police Chief Doug Conrad
*City Clerk/Administrator Tomisha Hammes

JULY 19, 2021

The Keota City Council met on July 19, 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: Keith Conrad, Rod Hill, and Heath McDonald. Mike Bender and Matt Greiner were unable to attend. City Employees present were Kevin Slaubaugh, Tonia Greiner and Tomisha Hammes. Also in attendance was Rich Klein, Dan Flynn, Pat Hammen, Dr. Cody Branstad, Karen Sypherd, Nick Beinhart, and Jim Henrich.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the July 6, 2021 meeting, payment of bills, and June month end financials. Councilman Hill seconded the motion. Motion passed with a 3-0 vote.

Payment of Bills:

CITY OF KEOTA
JULY 19, 2021 COUNCIL MEETING
FOR PERIOD JULY 7- JULY 19, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CANSLER, ANTHONY	\$404.04	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$27.84	Payroll
GREINER, TONIA	\$887.91	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$1,801.05	Employee Withholdings
RIVER PRODUCTS COMPANY INC.	\$110.33	Roads - Gravel for Keokuk Washington Road Shoulders
CARGILL	\$5,284.02	Water - Salt
ATWOOD ELECTRIC INC	\$690.00	City Hall - Reset GPS on Outside Clock
ION ENVIRONMENTAL SOLUTIONS	\$3,500.00	Water/Sewer - July Operations
IDEAL READY MIX COMPANY INC.	\$140.75	City Hall - Concrete for Flag Pole
JEFFREY GARMAN	\$1,875.00	Cemetery - Mowing Contract
COUNTY LINE MART LLC	\$257.79	Police - Veh. O & M
VISION AG	\$174.53	Parks - Sprayer/Liberty
BARKING DOG EXHIBITS	\$6,611.88	Library - StoryWalk Program
COX SANITATION	\$2,062.50	Garbage - Pick Up/Dumpsters
US CELLULAR	\$192.05	All Dept. - Cell Phones
H & M FARM AND HOME	\$14.37	Sewer - Supplies to Cap Line
WINDSTREAM	\$232.54	All Dept. - Phones
JAMES WATERHOUSE CONSTRUCTION	\$7,260.00	Abandon Houses - 306 W. Broadway Tear Down
MID-AMERICA PUBLISHING CORP.	\$433.06	All Dept. Publishing
WELLMARK	\$7,339.93	Employee Benefits - Health Insurance
TOTAL	\$43,763.04	

June Month End Financials

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,492.63			\$39,492
LIBRARY CD 2	\$31,019.62			\$31,019
SEWER CD	\$145,772.49			\$145,772
SEWER VEH CD	\$20,604.66			\$20,604
WATER CD	\$69,525.34			\$69,525
WATER VEH CD	\$425.43			\$425

DARE	\$2,637.62	\$20.00	\$1,632.00	\$1,025
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,449.69	\$0.04		\$1,449
GEN FD LIBR INV	\$4,981.60	\$0.12		\$4,981
LIB BUILDING	\$1,305.43	\$0.03		\$1,305
LIB MEMORIALS	\$306.03	\$0.03		\$306
PERPETUAL CARE FUND	\$7,715.83	\$600.20		\$8,316
POLICE VEHICLE INV	\$27,166.42	\$1.12		\$27,167
PARK & CEM VEH	\$606.45	\$0.02		\$606
CITY HALL BLDG RPR	\$19,219.40	\$0.47		\$19,219
CIVIL DEFENSE FU	\$3,175.38	\$0.08		\$3,175
KEOTA DAYCARE	\$1,190.32	\$0.03		\$1,190
WILSON MEMORIAL LIB	\$17,576.21	\$0.43		\$17,576
T&A METER INV	\$23,674.93	\$0.59		\$23,675
SIDEWALK SAVINGS	\$14,527.98	\$1.08		\$14,529
WTR VEH SAVINGS	\$29,314.31	\$2.19		\$29,316
WTR TWR MAIN SAVINGS	\$9,646.86	\$0.72		\$9,647
SEWER VEH SAVINGS	\$9,122.65	\$0.68		\$9,123
SNOW EQUIPMENT SAVINGS	\$5,072.90	\$0.38		\$5,073
CHECKING	\$1,243,390.49	\$89,391.29	\$310,053.93	\$1,022,727
GENERAL		\$10,754.12	\$42,404.68	
GENERAL - LOCAL				
OPTION		\$7,429.33	\$31,085.00	
CITY HALL PETTY CASH	\$50.00			\$50
CITY HALL CASH DRAWER	\$100.00			\$100
DARE			\$1,652.00	
ROAD USE		\$14,447.45	\$6,381.36	
EMPLOYEE BENEFIT		\$1,624.64	\$13,530.67	
CAPITAL IMPROV RESER		\$1,651.90		
LIBRARY		\$31,170.19	\$3,573.34	
LIBRARY PETTY CASH	\$25.00			\$25
LIBRARY MUSEUM			\$31.79	
WATER		\$29,188.11	\$18,652.13	
CP. WTR. TRTMNT. PLANT			\$27,520.00	
CP. WTR. TOWER			\$50,125.00	
CP. WTR. MAIN DAVIS ST			\$15,940.00	
CP. WTR MAIN BROAD/DAVIS			\$10,510.00	
UTILITY DEPOSITS		\$1,200.59	\$364.98	
SEWER		\$23,618.17	\$16,024.52	
SEWER EXT-BROADWAY			\$11,458.00	
SEWER PLANT UPGRADE			\$90,153.44	
TOTAL				\$1,508,001

Department Reports:

-Public Works Department – The house at 306 W. Broadway Avenue was demolished on July 14. There were 10 spaces sold at the cemetery this week. Snow plow was taken to Richland to have the new blade installed. The rims for the dump truck have arrived and will be put on this week. Then he can start hauling gravel again.

-Police Department – A written report was submitted. Reporting period of July 1 through July 13, 2021, there were twelve (12) service calls/complaints and twelve (12) citations issued. Service Calls/Complaints: one motor vehicle theft, one liquor laws, three assist and serve, one attempt to locate, one civil dispute, one alarm, two misc. complaints, one dog/cat/misc. animal, and one parking. Twelve (12) citations issued: eight speed/alternative enforcement, one operating while intoxicated,

one possession controlled substance 3rd or Subsequent "D" Felony, one driving while barred, aggravated misdemeanor, and one possession of drug paraphernalia.

-Wilson Memorial Library — They were approved for the \$2000 Alliant Energy Grant that they applied for the StoryWalk Project at the KeWash Trailhead. They are currently looking for someone to work Saturdays at the library.

Keota Historical Museum – The stained glass window has arrived and was installed. The Board will be setting a date for an Open House soon.

Dr. Cody Branstad, Keota Vet Clinic – Iowa Code states that all dogs over the age of 6 months are required to have the rabies vaccination. Every dog in town should be vaccinated. The rate in town right now is not great. It is at about 40% vaccinated for animals that the vet clinic knows of in town. The City of Marengo has pet licensure that could potentially be looked into for the City of Keota. The charge is \$5.00 per year. Recommends starting with dogs and then eventually adding in cats. No decisions were made.

Jim Henrich, Keota Before and After School Program – Presented a 28-E Agreement to the Council along with estimates for enrollment and cost of wages. The City would be responsible for administering and managing the program including developing a handbook and being a fiscal agent for the Program, including managing payroll. Obtaining all necessary permits and licenses for operation of the Program, and complying with all state, federal and local laws and regulations in operating the facility and providing services under this agreement. He would like to have a response back from the Council by the August 2 meeting as to what they would like to do to move forward.

Motion was made by Councilman Conrad to approve the Letter of Support for the Keota Pool Advocates. Councilman McDonald seconded the motion. Motion passed with a 3-0 vote. The letter stated the following: The City of Keota Council and Mayor support the Keota Pool Advocates and their endeavors to raise money for the future Keota Pool by ways of donations, fundraising, and grant applications. We, the City Council and Mayor, state that the City of Keota, Iowa, will assume responsibility for the upkeep and annual operations of the Keota Pool if and when the construction of the same is complete. The Council and Mayor recommend pool construction to take place at Wilson Memorial Park as long as the site is suitable for construction of a new pool.

Motion was made by Councilman Conrad to approve Resolution 2021-35: Sale of 10 Cemetery Spaces to John Helscher. Councilman McDonald seconded the motion. Roll Call Vote: Ayes – Conrad, Hill, McDonald; Nays - None; Abstain – None; Absent – Bender, Greiner. Motion passed with a 3-0 vote.

Motion was made by Councilman Conrad to approve Resolution 2021-36: Applying for American Rescue Plan Funds. Councilman Hill seconded the motion. Roll Call Vote: Ayes – Conrad, Hill, McDonald; Nays - None; Abstain – None; Absent – Bender, Greiner. Motion passed with a 3-0 vote.

Citizen Comments: No comments.

Clerk/Council/Mayor Comments: Councilman Conrad requested that the city clerk send the school's 28-E agreement to the city attorney to review. Councilman Hill stated that he would like to see the before and after school program move forward at the school. Councilman McDonald stated he is in agreement on moving forward with the before and after school program. Mayor Cansler stated that we need to look into an ordinance in regards to getting dog licenses started in Keota. Councilman Conrad stated that it should be included that if a dog gets impounded that it should be required to be microchipped and vaccinations up-to-date in order to have your animal released back to the owner at the owner's expense. Mayor Cansler went on to say that the City requested that the school look into a

before and after school program and that the City should back the school's efforts to start the program. Interviews have been completed for the new public works position and a decision will be made soon.

Motion was made by Councilman Conrad to adjourn at 7:59 p.m. Councilman Hill seconded the motion. Motion passed with a 3-0 vote. The City Council will next meet on Monday, August 2, 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
AUGUST 2, 2021 COUNCIL MEETING
FOR PERIOD JULY 20 - AUGUST 2, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$50.44	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$83.49	Payroll
GREINER, TONIA	\$902.52	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$1,757.77	Employee Withholdings
IPERS	\$2,430.91	Employee Benefits
ALL AMERICAN PEST CONTROL	\$30.00	Library - Monthly Pest Control
CENTER POINT LARGE PRINT	\$182.14	Library - Books
INFOMAX OFFICE SYSTEMS INC	\$143.59	Library - Copier Lease
WINDSTREAM	\$145.59	Library - Phone/Fax
UNITED STATES POST OFFICE	\$135.72	Water/Sewer - Water Bills
IOWA ONE CALL	\$18.90	Water/Sewer - Locates
WATER SOLUTIONS UNLIMITED	\$249.98	Water - Hypochloride Solution
AREA 15 PLANNING AND ZONING	\$504.50	All Dept. - Annual Membership
FIRST NATIONAL BANK	\$493.45	Library - Books/DVDs/Supplies
FIRST NATIONAL BANK	\$224.83	All Dept. - Postage/Training/Supplies
FIRST NATIONAL BANK	\$160.00	Water - IRWA Fall Conference Payment
FIRST NATIONAL BANK	\$110.87	Police - Veh. O & M
MYRON LUERS	\$100.00	Water Deposit - One Year Non-Delinquent Refund

TOTAL
\$12,541.75