

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. Broadway Ave.
NOVEMBER 15, 2021
6:00 P.M.**

- 1. Roll Call**
- 2. Work Session**
 - a. Discussion on Keota Municipal Pool**
 - 1. Site Plan**
 - 2. Building**
- 3. *Adjournment**

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

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

**AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
NOVEMBER 15, 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 November 1, 2021 meeting
- b. Bills for payment
- c. October month end financials

3. Department Reports

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

4. Business

- a. Updates on Keota Municipal Pool Project
- b. Approve Meeting on Monday, November 29, 2021 at 5:30 p.m. with Maggie Burger, Speer Financial for Keota Municipal Pool
- c. Update on Iowa State Extension Office Rural Housing Assessment Project
- d. Approve Liquor License for Bev the Barbarian LLP
- e. Approve Keota Cemetery Mowing Bid advertisement for paper
- f. Approve Building Permit for 306 NW Hoover St. – solar panels

5. Citizen Comments

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

NOVEMBER 1, 2021

The Keota City Council met on November 1, 2021 at the Keota City Hall. The work session was called to order at 6:00 p.m. by Mayor Anthony Cansler.

Council Members answering roll call were: Mike Bender, Keith Conrad, Rod Hill, Matt Greiner, and Heath McDonald. City employee present was Tomisha Hammes. Also in attendance was Blake Thiesen, Patrick Eagen, Katie McDonald, Dan Flynn, Karen Sypherd, Cindy Detweiler, Ron Northup, Jeri Klein, Tom Hahn, Lori Hammes, Nick Beinhart, Linda Werger, and Kathy Davis.

Discussion was held with One Design and Engineering in regards to the Keota Municipal Pool Project. Topics that were discussed were goals of the City for the pool and park area, priorities of type of pool and amenities, and timeline for the pool project.

Motion was made by Councilman Bender to adjourn work session at 6:58 p.m. Councilman Conrad seconded the motion. Motion passed with a 5-0 vote.

The Keota City Council 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, Matt Greiner, and Heath McDonald. City Employees present were Tonia Greiner and Tomisha Hammes. Also in attendance was Dan Flynn, Karen Sypherd, Cindy Detweiler, Ron Northup, Jeri Klein, Tom Hahn, Lori Hammes, Nick Beinhart, Linda Werger, Kathy Davis, Rich Klein, and Danielle Imhoff.

Motion was made by Councilman Conrad to go into closed session at 7:01 p.m. per request of Jason Palmer, City of Keota attorney, Iowa Code Section 21.5(1)(c) Matters currently in litigation. 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.

The Mayor, Council, City Attorney Jason Palmer, and city clerk Tomisha Hammes met in the conference room for closed session.

Motion was made by Councilman Bender to end closed session at 7:21 p.m. 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 consent agenda including minutes from the October 18, 2021 meeting and payment of bills. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

CITY OF KEOTA
NOVEMBER 1, 2021 COUNCIL MEETING
FOR PERIOD OCTOBER 19 - NOVEMBER 1, 2021

| <u>PAYEE</u> | <u>AMOUNT</u> | <u>COMMENT</u> |
|---------------------------|---------------|------------------------|
| ALTENHOFEN, CHERYL | \$91.39 | Payroll |
| CONRAD, DOUGLAS L. | \$1,907.71 | Payroll |
| GREINER, ASHLEY | \$55.66 | Payroll |
| GREINER, TONIA | \$841.67 | Payroll |
| HAMMES, TOMISHA | \$1,388.05 | Payroll |
| HARMSSEN, MICAH | \$1,367.83 | Payroll |
| SLAUBAUGH, KEVIN L. | \$1,571.73 | Payroll |
| EFTPS | \$2,209.82 | Employee Withholdings |
| IPERS | \$4,584.42 | Employee Benefits |
| ALL AMERICAN PEST CONTROL | \$30.00 | Library - Pest Control |

| | | |
|-----------------------------|--------------------|---|
| CENTER POINT LARGE PRINT | \$45.54 | Library - 2 Large Print Books |
| COUNTY LINE MART | \$38.52 | Library - Meeting Supplies |
| INFOMAX OFFICE SYSTEMS INC | \$143.59 | Library - Copier Lease |
| WINDSTREAM | \$145.43 | Library - Phone/Fax |
| WATER SOLUTIONS UNLIMITED | \$500.03 | Water - Hypochloride |
| H & M FARM AND HOME | \$299.95 | Water - Clothing Allowance |
| H & M FARM AND HOME | \$287.94 | Sewer - Clothing Allowance |
| QUILL CORP. | \$65.71 | City Hall - Office Supplies |
| MIKE'S PARTS & SERVICE | \$645.05 | Snow - Snow Plow Repairs |
| KEVIN SLAUBAUGH | \$55.91 | Streets - Snap-On Payment for Bolts for Skid Loader |
| B & L CONCRETE | \$46,200.00 | Streets - Tear-out/Re-pour Keokuk Washington Road |
| WELLMARK | \$7,339.93 | Employee Health Benefits |
| WINDSTREAM | \$231.23 | All Dept. - Phone/Fax |
| ALLIANT ENERGY | \$7,835.94 | All Dept. - Gas/Electric |
| FIRST NATIONAL BANK | \$344.94 | Police - Veh. O & M |
| FIRST NATIONAL BANK | \$321.83 | Water - Conference Hotel/Trick or Treat Candy for Cit; All Dept. - Conferences/Clamps for Sewer Plant/Lights |
| FIRST NATIONAL BANK | \$254.80 | Barricades |
| FIRST NATIONAL BANK | \$569.57 | Library - Books/Programs/DVDs |
| IOWA ONE CALL | \$30.60 | Water/Sewer - Locates |
| OLLINGER ELECTRIC | \$53.60 | City Hall - Outside Light Repair |
| ARNOLD MOTOR SUPPLY | \$14.99 | Streets - Skid Loader Supplies |
| ION ENVIRONMENTAL SOLUTIONS | \$3,800.00 | Water/Sewer - Contracted Services/ Non-Routine Lab |
| ACTION SERVICES | \$213.75 | Park - KeWash Trailhead Porta Potty |
| MALLEY HARDWARE | \$93.52 | All Dept. Supplies |
| TOTAL | \$83,489.26 | |

Department Reports:

-Public Works Department – No report submitted.

-Police Department – A written report was submitted. Reporting period of October 16 through October 29, 2021, there were seventeen (17) service calls/complaints and six (6) citations issued. Service Calls/Complaints: one burglary, three theft, two vandalism, one controlled substance, two trespass, one other criminal violations, one suspicion, one suicide/statements, three assist and serve, one fire, and one civil dispute. Citations issued: five (5) speed/alternative enforcement, one (1) possession controlled substance (marijuana 1st).

-Wilson Memorial Library – Last week the front door of the library stuck after the library meeting. The cylinders needed to be changed out. Wondering if the city would split the bill. Great turnout for the Halloween party at the library. The StoryWalk posts have been installed. Hoping to finish the StoryWalk project soon. This Wednesday's early out, Iowa Public Television will have a program. On November 15, the Keokuk County Librarians will attend the Board of Supervisors meeting to discuss the county's contributions to the local libraries. Next early out Elise Lyle to do a violin performance.

-Keota Historical Museum – Minutes from previous meeting were presented. Jeri Klein handed out candy for trick or treat. November meeting will be Saturday, November 6 at 9:00 a.m. – work meeting and regular meeting. On December 4 they will host an open house from 4:30-7:30 p.m. in correlation with the Home for the Holidays festivities.

Discussion – Keota Pool Updates. The city clerk will contact the financial advisor to get a date of when the pledges need to be in by for the project and guidance for how to handle the funding moving forward. Once the date is established, a letter will be presented from the Council to the Pool Advocates indicating the date of when the pledges need to be in and how the funds will need to be released to the City. The engineer will have a design concept for the Washington County Riverboat Foundation Grant Ceremony on November 17, 2021. There will be a total of 16 people going to the

ceremony. Councilman Conrad suggested that the Pool Advocates designated a couple people to attend the meetings with the engineer to help with the design plan.

Motion was made by Councilman Conrad to approve the Washington County Riverboat Foundation Grant Agreement. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the Water Tower Inspection Estimate with Viking Industrial Painting. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve the FY21 Annual Finance Report. Councilman Hill seconded the motion. Motion was passed with a 5-0 vote.

Citizen Comments: There were no comments.

Clerk/Council/Mayor Comments: The city clerk asked that Micah Harmsen get his Aquatic Certification in spring of 2023 to take care of the chemicals for the pool. She had gotten the okay from Micah and wanted to see if the Council would be in agreement. The Councilmen were all in favor of him getting certified. The clerk will be attending a budget workshop on November 9 in Coralville. All city departments will be closed November 11 for Veterans Day and November 25 and 26 for Thanksgiving. The Council stated that there was a lot of good information provided during the work session from the engineer and thanked the Pool Advocates for all their hard work on this project. Mayor Cansler stated that it is going to get really busy moving forward with the pool, budgets, evaluations, and other projects going on in the next few months.

Motion was made by Councilman Conrad to adjourn at 8:00 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, November 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
 NOVEMBER 15, 2021 COUNCIL MEETING
 FOR PERIOD NOVEMBER 2 - NOVEMBER 15, 2021

| <u>PAYEE</u> | <u>AMOUNT</u> | <u>COMMENT</u> |
|---------------------------------|---------------|---|
| ALTENHOFEN, CHERYL | \$18.91 | Payroll |
| CONRAD, DOUGLAS L. | \$1,907.71 | Payroll |
| GREINER, ASHLEY | \$27.84 | Payroll |
| GREINER, TONIA | \$917.12 | Payroll |
| HAMMES, TOMISHA | \$1,388.05 | Payroll |
| HARMSSEN, MICAH | \$1,367.83 | Payroll |
| SLAUBAUGH, KEVIN L. | \$1,571.73 | Payroll |
| EFTPS | \$2,217.86 | Employee Withholdings |
| US CELLULAR | \$196.50 | All Dept. Cell Phones |
| IOWA STATE UNIVERSITY | \$5,000.00 | Economic Development - Rural Housing Assessment |
| MIKE'S PARTS AND SERVICE | \$645.05 | Snow - Plow Repairs |
| UNITED STATES POST OFFICE | \$152.80 | Water/Sewer - Monthly Utility Billing |
| IOWA RURAL WATER ASSOCIATION | \$225.00 | Water - Association Dues |
| LIBERTY DOORS | \$561.75 | Library - Exterior Door Repair |
| FARMERS COOPERATIVE ASSOCIATION | \$636.58 | All Dept. Veh. O & M |
| JEFFERY GARMAN | \$1,875.00 | Cemetery - Mowing Contract |
| KEOTA EAGLE FOODS | \$30.70 | Police/City Hall/Shop - Janitorial Supplies |
| COX SANITATION | \$3,527.00 | Garbage - Pick Up/Recycling |
| TROY CLAY | \$100.00 | Deposit - Refund One Year Non-Delinquent |
| DEB SWANTZ | \$100.00 | Deposit - Refund One Year Non-Delinquent |
| SHAR GREINER | \$100.00 | Deposit - Refund One Year Non-Delinquent |
| VERIZON | \$40.01 | Police - Hot Spot |
| VISION AG | \$17.50 | Parks - Weed Control |
| TREMMELE BACKHOE SERVICE | \$2,868.00 | Water/Parks/Sewer - Labor for Repairs |

TOTAL \$25,474.03

Oct-21

| FUND | BEGINNING BALANCE | RECEIPTS | EXPENDITURES | END BALANCE |
|--------------------------|-------------------|--------------|--------------|----------------|
| LIBRARY CD 1 | \$39,517.25 | | | \$39,517.25 |
| LIBRARY CD 2 | \$31,038.95 | | | \$31,038.95 |
| SEWER CD | \$145,936.03 | | | \$145,936.03 |
| SEWER VEH CD | \$20,604.66 | | | \$20,604.66 |
| WATER CD | \$69,525.34 | | | \$69,525.34 |
| WATER VEH CD | \$425.43 | | | \$425.43 |
| DARE | \$1,025.86 | | | \$1,025.86 |
| POLICE FORFEITURE | \$572.49 | | | \$572.49 |
| GEN FD INV | \$1,449.85 | \$0.04 | | \$1,449.89 |
| GEN FD LIBR INV | \$4,982.10 | \$0.13 | | \$4,982.23 |
| LIB BUILDING | \$1,305.55 | \$0.03 | | \$1,305.58 |
| LIB MEMORIALS | \$306.09 | | | \$306.09 |
| PERPETUAL CARE FUND | \$10,316.76 | \$0.26 | | \$10,317.02 |
| POLICE VEHICLE INV | \$27,170.96 | \$1.15 | | \$27,172.11 |
| PARK & CEM VEH | \$606.53 | \$0.02 | | \$606.55 |
| CITY HALL BLDG RPR | \$19,221.32 | \$0.49 | | \$19,221.81 |
| CIVIL DEFENSE FU | \$3,175.70 | \$0.08 | | \$3,175.78 |
| KEOTA DAYCARE | \$1,190.44 | \$0.03 | | \$1,190.47 |
| WILSON MEMORIAL LIB | \$17,577.97 | \$0.45 | | \$17,578.42 |
| T&A METER INV | \$23,677.31 | \$0.60 | | \$23,677.91 |
| SIDEWALK SAVINGS | \$14,530.15 | | | \$14,530.15 |
| WTR VEH SAVINGS | \$29,318.72 | | | \$29,318.72 |
| WTR TWR MAIN SAVINGS | \$9,648.31 | | | \$9,648.31 |
| SEWER VEH SAVINGS | \$9,124.02 | | | \$9,124.02 |
| SNOW EQUIPMENT SAVINGS | \$5,073.67 | | | \$5,073.67 |
| CHECKING | \$1,078,002.88 | \$282,533.40 | \$47,082.78 | \$1,313,453.50 |
| GENERAL | | \$128,328.81 | \$76,122.53 | |
| GENERAL - LOCAL OPTION | | \$8,444.81 | | |
| CITY HALL PETTY CASH | \$50.00 | | | \$50.00 |
| CITY HALL CASH DRAWER | \$100.00 | | | \$100.00 |
| DARE | | | | |
| ROAD USE | | \$9,964.27 | \$4,652.12 | |
| EMPLOYEE BENEFIT | | \$37,409.68 | \$1,942.06 | |
| DEBT SERVICE | | \$5,111.36 | | |
| CAPITAL IMPROVEMENT | | \$38,330.28 | | |
| LIBRARY | | \$1,475.78 | \$3,688.56 | |
| LIBRARY PETTY CASH | \$25.00 | | | \$25.00 |
| LIBRARY MUSEUM | | | | |
| WATER | | \$26,693.65 | \$17,724.88 | |
| CP. WTR. TRTMNT. PLANT | | | | |
| CP. WTR. TOWER | | | | |
| CP. WTR. MAIN DAVIS ST | | | | |
| CP. WTR MAIN BROAD/DAVIS | | | | |
| UTILITY DEPOSITS | | \$200.60 | | |
| SEWER | | \$26,577.44 | \$10,541.99 | |
| SEWER EXT-BROADWAY | | | | |
| SEWER PLANT UPGRADE | | | | |
| TOTAL | | | | \$1,800,953.24 |