

**AGENDA  
KEOTA CITY COUNCIL  
225 E. BROADWAY AVE.  
DECEMBER 6, 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 15, 2021 and November 29, 2021 meetings
- b. Bills for payment

**3. Department Reports**

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

**4. Business**

- a. Review Contracts for Soil Boring and Surveying for Keota Municipal Pool location
- b. Approve Keota Cemetery Mowing Bid advertisement for paper
- c. Approve LL Pelling Cost Proposal for 2022 Sealcoat Work
- d. Approve Changing Dates of January Meetings to January 5, and 19 due to City Holidays
- e. Approve Resolution 2021-44: Budgeted Funds Transfer from Local Option Sales Tax to Library Fund
- f. Approve Application for Plat of Survey for Tax Parcel ID Number 0519300013
- g. Approve Building Permit for 312 E. Centennial Ave. – Solar Panels
- h. Approve Demolition Permit for 409 N. Green St. – Demolition of Garage

**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 15, 2021

The Keota City Council met on November 15, 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 Patrick Eagen, Katie McDonald, Dan Flynn, Karen Sypherd, Danielle Imhoff, Linda Werger, Nick Beinhart, and Tom Hahn.

Discussion was held with One Design and Engineering in regards to the Keota Municipal Pool Project. Topics that were discussed were site plan and building rendering images.

Motion was made by Councilman Bender to adjourn work session at 7:01 p.m. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

The Keota City Council meeting was called to order at 7:02 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 Micah Harmsen, Tonia Greiner, and Tomisha Hammes. Also in attendance was Dan Flynn, Karen Sypherd, Danielle Imhoff, Linda Werger, Nick Beinhart, Tom Hahn, Chad McCleary, and Rich Klein.

Motion was made by Councilman Bender to approve the consent agenda including minutes from the November 1, 2021 meeting, payment of bills, and October month end financials. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

Payment of Bills:

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
HARMSEN, 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 Assessn
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
VERIZON	\$40.01	Police - Hot Spot

VISION AG	\$17.50	Parks - Weed Control
TREMEL BACKHOE SERVICE	\$2,868.00	Water/Parks/Sewer - Labor for Repairs
RIVER PRODUCTS COMPANY	\$207.46	Water - Water Main Repair
CARGILL	\$5,002.87	Water - Salt Streets - Flashing Lights for Keokuk Washington
USA BLUE BOOK	\$249.64	Closure
JJ NICHTING COMPANY	\$259.39	Streets - Skid Loader Repairs

TOTAL \$31,093.39

October Month End Financials:

Oct-21

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,517.25			\$39,517
LIBRARY CD 2	\$31,038.95			\$31,038
SEWER CD	\$145,936.03			\$145,936
SEWER VEH CD	\$20,604.66			\$20,604
WATER CD	\$69,525.34			\$69,525
WATER VEH CD	\$425.43			\$425
DARE	\$1,025.86			\$1,025
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,449.85	\$0.04		\$1,449
GEN FD LIBR INV	\$4,982.10	\$0.13		\$4,982
LIB BUILDING	\$1,305.55	\$0.03		\$1,305
LIB MEMORIALS	\$306.09			\$306
PERPETUAL CARE FUND	\$10,316.76	\$0.26		\$10,317
POLICE VEHICLE INV	\$27,170.96	\$1.15		\$27,172
PARK & CEM VEH	\$606.53	\$0.02		\$606
CITY HALL BLDG RPR	\$19,221.32	\$0.49		\$19,221
CIVIL DEFENSE FU	\$3,175.70	\$0.08		\$3,175
KEOTA DAYCARE	\$1,190.44	\$0.03		\$1,190
WILSON MEMORIAL LIB	\$17,577.97	\$0.45		\$17,578
T&A METER INV	\$23,677.31	\$0.60		\$23,677
SIDEWALK SAVINGS	\$14,530.15			\$14,530
WTR VEH SAVINGS	\$29,318.72			\$29,318
WTR TWR MAIN SAVINGS	\$9,648.31			\$9,648
SEWER VEH SAVINGS	\$9,124.02			\$9,124
SNOW EQUIPMENT SAVINGS	\$5,073.67			\$5,073
CHECKING	\$1,078,002.88	\$282,533.40	\$47,082.78	\$1,313,453
GENERAL		\$128,328.81	\$76,122.53	
GENERAL - LOCAL OPTION		\$8,444.81		
CITY HALL PETTY CASH	\$50.00			\$50
CITY HALL CASH DRAWER	\$100.00			\$100
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
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

Department Reports:

-Public Works Department – Waggoner Solutions was in town last week to fix the clamps on the aerators. Small Leak in roof at city hall – they are keeping an eye on it for now. Street sweeping this week, should be done in the next couple of weeks. Prepping all the snow equipment. Micah was asked if he think it would be possible to mow the empty space in the cemetery and he stated that it would not be out of the question to have the city employees mow the open area only and bid out the actual cemetery area. The two trees that were recently planted in memorial will need to be moved from the park where the new pool will be built. Chad McCleary stated that a tech will come out and look into revamping the water system. They plan to open the softener and take a look at it to start working on the chloride issues. Viking Industrial Painting will be working on the water tower, the plan is to have the City swap over to Wapello Rural Water because the tower will need to be drained. The plan is to be on Wapello Rural Water for four days total while this project is taking place. Inspection at the lagoon was done. UV equipment has been pulled and cleaned for the winter. Ion Environmental Solution has hired Kevin Miller to start in January 2022, he will be in town to do the City contracted work for Ion.

-Police Department – No report was submitted.

-Wilson Memorial Library – Keokuk County Public Health will no longer be doing the blood pressure checks at the library. Volunteers went out and put up the book for the StoryWalk Project. The library will be working on their budget this week before their regular meeting next week. The library will host a Christmas Program on Saturday, December 4, 2021.

-Keota Historical Museum – Recently had a family come from out of state to walk through the museum to see the Singmaster items. Open House on Saturday, December 4, 2021 from 4:30-7:30 p.m. E.E. Neal postcard display being worked on. Mayor Cansler stated that the maps that were donated to the museum, he had copies made of them for display. That way the originals don't have to be displayed and can be protected.

Keota Municipal Pool Updates – A lot of items were covered during the work session. There was a question as to what the City is going to be doing with the small shelter. The Council stated that they will have probably have to put it up for bid if they want to sell it, move it, or just tear it down. Dan Flynn asked if someone donated a certain amount of money could the new pool be named after the person. The Council stated that they are open to the idea of naming the pool after someone. Nick Beinhart stated that he feels that Amy Schulte's input would be important at this time for some questions on the design of the pool. Councilman Bender stated he would talk to Amy to see if she would be interested in giving some input. Karen Sypherd stated that the Pool Advocates will be doing a few fundraisers –the Rural Road Trip, November 19-21, the Keota Pool Advocates will be serving food; Vendor Fair at the school selling pecans, cheeseballs and having a bake sale on Saturday, December 4; tip night at Pizza Ranch on January 17, 2022; online auction in March.

Motion was made by Councilman Bender to set the meeting with Maggie Burger, Speer Financial, on Monday, November 29, 2021, at 5:30 p.m. to discuss the financial end of the Keota Municipal Pool Project. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

Rural Housing Assessment Project – The city clerk gave an update on where the city is at in the project process. The housing workbook needs to be completed and then meetings will be set up.

Motion was made by Councilman Conrad to approve the liquor license for Bev the Barbarian LLP for the Rural Road Trip. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to table the Keota Municipal Cemetery Mowing Bid advertisement until some more discussion is held on it. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the building permit for 306 NW Hoover Street – solar panels. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Citizen Comments: Karen Sypherd stated that she heard Toni Greiner on the radio talking about the StoryWalk Project and it spoke very well for Keota.

Clerk/Council/Mayor Comments: The city clerk stated that the Christmas tree will be going up this week in the green space. Decorating it will be done before the Home for the Holidays events on Saturday, December 4, 2021. Councilman Greiner stated that he went to the Glow Hike at the KeWash Trail - it was very impressive and well attended. Mayor Cansler stated that evaluations will be done by Councilman Hill, Councilman Greiner, and Mayor Cansler. He went on to say that with the pool project we need to continue to be very transparent in the process to make sure the public knows what is going on with it.

Motion was made by Councilman Bender to adjourn at 7:59 p.m. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet for their regular meeting on Monday, December 6, 2021, starting at 7:00 p.m.

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MAYOR ANTHONY CANSLER

ATTEST:

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CITY CLERK TOMISHA HAMMES

\*These are not official minutes. These minutes will be approved at the next council meeting.\*

NOVEMBER 29, 2021

The Keota City Council met on November 29, 2021 at the Keota City Hall. The meeting was called to order by Mayor Anthony Cansler at 5:34 p.m.

Council Members answering roll call were: Keith Conrad, Heath McDonald, and Mike Bender arrived at 5:36 p.m. City employee present was Tomisha Hammes. Also in attendance was Maggie Burger, Rich Klein, Nick Beinhart, Karen Sypherd, Linda Werger, Dan Flynn, Melinda Eakins, and Kathy Davis.

Maggie Burger with Speer Financial discussed the potential financial plans for the Keota Municipal Pool Project. A pool project is a general corporate purpose, meaning it is not essential or something that a city has to have. The City has restrictions on borrowing money for such a project. If the City would need to borrow money to pay for some of the cost to build the pool, the City is subject to a referendum or a reverse referendum. The referendum is a vote of the public through ballot and would need 60% super majority approval and would be for borrowing over \$400,000.00. The reverse referendum, a public hearing, is limited in borrowing and only up to \$400,000 based on city population and can be struck down by a petition against it. Maggie went on to say that if the City would need to borrow money, the pledges can be used to pay the debt payments. At the very least debt payments would have to go against the property tax levy to pay the debt *if* the City borrows money. Currently, the all in cost estimate for the project is \$1,500,000.00. The current pledges, fundraising, donations, and grants equal \$1,345,000.00 at time of meeting. This leaves approximately \$155,000.00 needed to meet the project estimate.

Dan Flynn asked if a letter could be submitted by the Council to Keota Unlimited when they request the funds for the project. Maggie Burger stated that the Council would need to pass a Resolution stating the exact amount of funds they are requesting from Keota Unlimited. This can be done multiple times if necessary.

Mayor Cansler stated that with how busy we are all going to be in the next month or so, he requests that moving forward he would like to condense the meetings if possible. If people have ideas for the pool to please go through Nick Beinhart and then Nick can come the Council Meetings with the information, ideas, and/or questions.

Motion was made by Councilman Bender to adjourn the meeting at 6:26 p.m. Councilman McDonald seconded the motion. Motion passed with a 3-0 vote. The City Council will next meet for their regular meeting on Monday, December 6, 2021, starting at 7:00 p.m.

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MAYOR ANTHONY CANSLER

ATTEST:

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CITY CLERK TOMISHA HAMMES

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CITY OF KEOTA  
 DECEMBER 6, 2021 COUNCIL MEETING  
 FOR PERIOD NOVEMBER 16 - DECEMBER 6, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$28.38	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	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	\$2,214.62	Employee Withholdings
IPERS	\$3,014.59	Employee Benefits
ALL AMERICAN PEST CONTROL	\$30.00	Library - Pest Control
CENTER POINT LARGE PRINT	\$45.54	Library - Two Large Print Books
GARY YOUNG	\$50.00	Library - Improvements
INFOMAX SYSTEMS	\$143.59	Library - Copier Lease Fee
KEOTA EAGLE FOODS	\$176.53	Library - Programs/Meetings
TONI GREINER	\$25.92	Library - Two Movies
UPHAM MEMORIAL LIBRARY	\$30.00	Library - Book
WINDSTREAM	\$147.94	Library - Phone/Fax
IOWA FINANCE AUTHORITY	446.25	State Revolving Loan Interest Payment - Water Tower
IOWA FINANCE AUTHORITY	\$1,420.00	State Revolving Loan Interest Payment - Water Mains
IOWA FINANCE AUTHORITY	\$2,325.00	State Revolving Loan Interest Payment - Water Mains
IOWA FINANCE AUTHORITY	\$1,741.25	State Revolving Loan Interest Payment - Water Treatment Plant
IOWA FINANCE AUTHORITY	\$15,739.70	State Revolving Loan Interest Payment - WWTP
LIBERTYVILLE SAVINGS BANK	\$2,788.00	General Obligation Loan Payment - Sewer Extension
WELLMARK BLUE CROSS BLUE SHIELD	\$7,339.93	Employee Health Benefits
ARNOLD MOTOR SUPPLY	\$40.78	Sewer - Veh. O & M
WINDSTREAM	\$242.27	All Dept. Phone/Fax
ALLIANT ENERGY	\$6,651.64	All Dept. Gas/Electric
VERIZON	\$40.01	Police - Hot Spot
WATER SOLUTIONS UNLIMITED	\$450.00	Water - Chemicals
OLLINGER ELECTRIC	\$54.05	Streets - Light Pole Outlet Repair
SEMCO LANDFILL	\$38.70	Streets - Cleaning
ATWOOD ELECTRIC	\$120.00	City Hall - Outdoor Clock Repair
DAN'S OVERHEAD DOORS	\$100.00	Sewer - Shop Garage Door Openers
MENARDS	\$36.26	Water - Supplies
KOCH OFFICE GROUP	\$128.50	All Dept. Copier Contract
FIRST NATIONAL BANK	\$277.81	Streets - Reflective Lights
FIRST NATIONAL BANK	\$123.88	Police - Veh. O & M
FIRST NATIONAL BANK	\$239.88	City Hall - Supplies
FIRST NATIONAL BANK	\$717.07	Library - Books, Programs

TOTAL            \$54,092.15