

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. Broadway Ave.
DECEMBER 20, 2021
6:00 P.M.**

- 1. Roll Call**
- 2. Work Session**
 - a. Discussion on Keota Municipal Pool**
- 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**

**45AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
DECEMBER 20, 2021
7:00 P.M.**

Oath of Office

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 December 6, 2021 meeting
- b. Bills for payment
- c. November Month End Financials

3. Department Reports

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

4. Business

- a. Approve Liquor License for The Roost
- b. Review Standard Form Agreement Between City of Keota and One Design and Engineering for Keota Municipal Pool
- c. Keota Municipal Pool Updates

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

DECEMBER 6, 2021

The Keota City Council met on December 6, 2021 at the Keota City Hall. The meeting was called to order at 7:01 p.m. by Mayor Anthony Cansler.

Council members answering roll call were: Rod Hill, Mike Bender Keith Conrad, Matt Greiner, and Heath McDonald. City Employees present were Tonia Greiner and Tomisha Hammes. Also in attendance was Rich Klein, Danielle Imhoff, Dan Flynn, Karen Sypherd, and Linda Werger.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the November 15 and November 29, 2021 meetings and payment of bills. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

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
IOWA FINANCE AUTHORITY	\$1,420.00	State Revolving Loan Interest Payment - Water
IOWA FINANCE AUTHORITY	\$2,325.00	State Revolving Loan Interest Payment - Water
IOWA FINANCE AUTHORITY	\$1,741.25	State Revolving Loan Interest Payment - Water
IOWA FINANCE AUTHORITY	\$15,739.70	State Revolving Loan Interest Payment - WWTP
LIBERTYVILLE SAVINGS BANK	\$2,788.00	General Obligation Loan Payment - Sewer Exter
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	\$167.85	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	\$277.51	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

FARMERS COOPERATIVE ASSOCIATION	\$545.65	All Dept. Veh. O & M
EMC INSURANCE	\$1,500.00	Legal - Deductible for Legal Fees
ION ENVIRONMENTAL SOLUTIONS	\$3,800.00	Water/Sewer - Contracted Operations
IOWA RURAL WATER ASSOCIATION	\$50.00	Water - Association Dues
MALLEY HARDWARE	\$112.53	All Dept. Supplies
TOTAL	<u>\$60,229.18</u>	

Department Reports:

-Public Works Department – No report submitted.

-Police Department – A written report was submitted. Reporting period of October 20 through November 30, 2021, there were twenty-three (23) service calls/complaints and three (3) citations issued. Service Calls/Complaints: one assault, three burglary, three theft, one motor vehicle theft, two controlled substances, one trespass, three suicide/statements, one accident (traffic), one assist and serve, one civil dispute, two misc. complaints, two dog/cat/misc. animal, one parking, one domestic abuse. Citations issued: two (2) speed/alternative enforcement, one (1) failure to obey stop sign/alternate enforcement.

-Wilson Memorial Library – Fair turnout for the blue grass violin performance. There was around 100 people for the Christmas Program on Saturday, December 4. The ISU Extension Office will do a program on Wednesday, December 8, making gift tags.

-Keota Historical Museum – Decent crowd for the Open House on Saturday, December 4. The new E.E. Neal display is up – he was a photographer from Keota that did postcards.

Reviewing contracts for soil boring and surveying for the Keota Municipal Pool will be done at the December 20, 2021 meeting.

Motion was made by Councilman Bender to approve the mowing bid to be submitted to the News Review. Councilman Conrad seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve the LL Pelling 2022 Sealcoat Work Proposal. Councilman Hill seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve the change in Keota City Council Meeting dates in January to January 5 and January 19 due to City holidays. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve Resolution 2021-44: Budgeted Funds Transfer from Local Option Sales Tax to Library Fund. Councilman Hill 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 Conrad approve the application for Plat of Survey for Tax Parcel ID Number 0519300013. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve building permit for 312 E. Centennial Avenue – solar panels. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the demolition permit for 409 N. Green Street – garage tear down. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

Citizen Comments: Dan Flynn – the Keota Pool Advocate Committee would like to meet with Patrick Eagan, One Design and Engineering, at 5:00 p.m. before the Council meets with him at 6:00 p.m.

Councilman Bender and Councilman McDonald will meet with Patrick and the Pool Advocates at 5:00 p.m. on Monday, December 20, 2021 before the Council work session to go over the updates on the design plans.

Clerk/Council/Mayor Comments: Councilman Bender stated that he did an interview with the Journal about the new Keota Municipal Pool. Councilman Hill stated that he looked into giving the Council a raise, but it cannot be done in November or December of an election year. He feels that it should go from \$35.00 to \$50.00 per meeting. It would be up to the new Council to make the change. He proposed some type of a dog park area at the old pool location. This way the City could make use of the space. Mayor Cansler stated City of Keota employee evaluations will be done by the Personnel Committee on Monday, December 20 starting at 5:00 p.m. The Mayor wishes everyone a Merry Christmas!

Motion was made by Councilman Conrad to adjourn at 7:35 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, December 20, 2021, starting at 7:00 p.m. with work session starting at 6:00 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
 DECEMBER 20, 2021 COUNCIL MEETING
 FOR PERIOD DECEMBER 6 - DECEMBER 20, 2021

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$231.52	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$27.84	Payroll
GREINER, TONIA	\$931.74	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
BENDER, MIKE	\$1,422.19	Payroll
CONRAD, KEITH	\$1,357.54	Payroll
GREINER, MATT	\$452.51	Payroll
HILL, RODNEY	\$680.61	Payroll
MCDONALD, HEATH	\$905.03	Payroll
EFTPS	\$2,978.93	Employee Withholdings
UNITED STATES POST OFFICE	\$155.20	Water/Sewer - Water Bill Postage
KEOTA LAWN AND POWER	\$124.00	Parks - Pole Saw Repairs
JEFF GARMAN	\$1,875.00	Cemetery - Mowing Contract
COX SANITATION	\$3,337.00	Garbage - Pick Up and Bags
USA BLUE BOOK	\$245.94	Water - Hach TitraVer EDTA Hardness Solution/Buffer
MID-AMERICA PUBLISHING	\$848.42	All Dept. Publications October and November
VISION AG	\$17.50	Park - Weed Chemicals
US CELLULAR	\$286.50	All Dept. Cell Phones
IOWA RURAL WATER ASSOCIATION	\$345.00	Water - Annual Conference
WHITE LAW OFFICE	\$1,565.55	Legal Fees

TOTAL \$23,791.82

KEOTA

Consolidated Reconciliation
For Month of

Nov-21

A Petty Cash - Library \$25.00
 Petty Cash - City Hall \$50.00
 Cash Drawer - City Hall \$100.00

B Investments

C Type	Account Name	Account #	
CD	LIBRARY CD 1	1155	\$39,541.88
CD	LIBRARY CD 2	1156	\$31,058.30
CD	SEWER CD	1173	\$146,026.99
CD	SEWER VEH CD	1175	\$20,604.66
CD	WATER CD	1163	\$69,525.34
CD	WATER VEH CD	1164	\$426.40
CHECKING	DARE	1115	\$1,025.86
CHECKING	POLICE FORFEITURE	1116	\$572.49
SAVING	GEN FD INV	1141	\$1,449.93
SAVING	GEN FD LIBR INV	1142	\$4,982.35
SAVING	LIB BUILDING	1143	\$1,305.61
SAVING	LIB MEMORIALS	1140	\$306.09
SAVING	PERPETUAL CARE FUND	1144	\$10,317.28
SAVING	POLICE VEHICLE INV	1145	\$27,173.23
SAVING	PARK & CEM VEH	1146	\$606.57
SAVING	CITY HALL BLDG RPR	1147	\$19,222.28
SAVING	CIVIL DEFENSE FU	1148	\$3,175.86
SAVING	KEOTA DAYCARE	1154	\$1,190.50
SAVING	WILSON MEMORIAL LIB	1149	\$17,578.85
SAVING	T&A METER INV	1152	\$23,678.50
SAVING	SIDEWALK SAVINGS	1176	\$14,530.15
SAVING	WTR VEH SAVINGS	1177	\$29,318.72
SAVING	WTR TWR MAIN SAVINGS	1178	\$9,648.31
SAVING	SEWER VEH SAVINGS	1179	\$9,124.02
SAVING	SNOW EQUIPMENT SAVINGS	1182	\$5,073.67
CHECKING	CHECKING	1110	\$1,310,142.49
TOTAL BANK STATEMENTS:			\$1,797,606.33

D Less Outstanding General Fund- Pool
 General Fund \$5,000.00
 General Fund- Library \$1,594.48
 General Fund- Park
 General Fund- Clerk
 General Fund-Police \$1,947.72
 General Fund-Mayor/Council \$404.04
 General Fund- Cem
 Roads
 Water \$1,519.11
 Sewer 1,519.12
Total Outstanding: 11,984.47

E Add deposits in transit
 General Fund _____

F **GRAND TOTAL \$1,797,781.33**

G **Total fund balance per Treasurer's Report \$1,797,781.33**

H Variance \$ -

I Reconciliation performed by: Tomjisha Hammes 12/14/2021

J Reviewed by: 

Nov-21

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,517.25		\$24.63	\$39,541.88
LIBRARY CD 2	\$31,038.95		\$19.35	\$31,058.30
SEWER CD	\$145,936.03		\$90.96	\$146,026.99
SEWER VEH CD	\$20,604.66			\$20,604.66
WATER CD	\$69,525.34			\$69,525.34
WATER VEH CD	\$425.43		\$0.97	\$426.40
DARE	\$1,025.86			\$1,025.86
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,449.89		\$0.04	\$1,449.93
GEN FD LIBR INV	\$4,982.23		\$0.12	\$4,982.35
LIB BUILDING	\$1,305.58		\$0.03	\$1,305.61
LIB MEMORIALS	\$306.09			\$306.09
PERPETUAL CARE FUND	\$10,317.02		\$0.26	\$10,317.28
POLICE VEHICLE INV	\$27,172.11		\$1.12	\$27,173.23
PARK & CEM VEH	\$606.55		\$0.02	\$606.57
CITY HALL BLDG RPR	\$19,221.81		\$0.47	\$19,222.28
CIVIL DEFENSE FU	\$3,175.78		\$0.08	\$3,175.86
KEOTA DAYCARE	\$1,190.47		\$0.03	\$1,190.50
WILSON MEMORIAL LIB	\$17,578.42		\$0.43	\$17,578.85
T&A METER INV	\$23,677.91		\$0.59	\$23,678.50
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	\$1,313,453.50			\$1,310,142.49
GENERAL		\$61,200.24	\$20,980.19	
GENERAL - LOCAL OPTION		\$40,331.58		
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE		\$7,873.10	\$51,321.16	
EMPLOYEE BENEFIT		\$4,362.41	\$7,156.21	
DEBT SERVICE		\$596.04		
CAPITAL IMPROVEMENT		\$4,469.76		
LIBRARY		\$98.80	\$3,635.33	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM				
WATER		\$24,703.45	\$18,462.10	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS			\$200.00	
SEWER		\$23,609.22	\$12,047.39	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,797,781.33

Keota Museum Board met on Saturday, November 13, 2021 at the Keota Historical Museum. The meeting was called to order by President Karen Sypherd. Those present were: Karen Sypherd, Wanda Baumert, Dan Flynn, John Greiner, Jeri Klein and Brett Romoser. Absent: Jill Baetsle. The Minutes of the previous meetings on October 20, 2021 were read and approved. Treasurer Report –(\$688.00).

Old business-Jim and Kim Tinnes donated a display case. John cleaned it up and painted it and Delbert and Karen installed felt in the top part of the case. This case will house our farm display. The Open House on December 4 from 4:30 to 7:30 was discussed.

New Business – Rita Sheetz approached Jill that she had found some old FFA items at the school in a storeroom and wondered if we would like to have them for the museum. The consensus was to look at the items and see if we could use them in an exhibit. We have also been invited by Gina Bennett and the KHS speech department to have a small exhibit at the Wooden Wheel Winery on December 4 at the soup supper fundraiser which will be going on the same time as our open house. Brett offered to take some of our items to the winery and sit with the exhibit. One of the antique malls in Washington is going out of business and the board authorized Karen to go down there and see if there were any display cases for sale. Wanda invited to board to her home for the December 15 meeting for a soup supper at 6:00.

The meeting was adjourned and the balance of the morning was spent working on exhibits for our next open house.

Respectfully submitted,

Karen Sypherd, Secretary pro-tem

Keota Museum Board met on Wednesday, December 8, 2021 at the home of Wanda Baumert for their annual soup supper. Those present were: Karen Sypherd, Wanda Baumert, John Greiner and Jeri Klein. Absent: Jill Baetsle, Brett Romoser and Dan Flynn.

There was no business meeting and the minutes of the previous meeting were not read and no treasurers report.

Karen Sypherd thanked the members present for all the work that they have accomplished at the museum in the last fourteen months since our move to City Hall. She also thank Wanda for the wonderful meal that she prepared.

The next meeting will be Wednesday, January 19, 2022 at the museum.

Respectfully submitted,

Karen Sypherd, Secretary pro-tem