

**AGENDA  
KEOTA CITY COUNCIL  
225 E. BROADWAY AVE.  
JANUARY 19, 2022  
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 January 5, 2022 & January 12, 2022 meetings
- b. Bills for payment
- c. December month end financials

**3. Department Reports**

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

**4. Business**

- a. Approve Public Hearing for Max Levy of February 22, 2022
- b. Keota Pool Advocates – Keota Municipal Pool Updates
- c. Cemetery Mowing Discussion/Potential Approval
- d. City Wide Clean Up Discussion

**5. Citizen Comments**

**6. Clerk/Council/Mayor Comments**

**7. \*Adjournment**

\*Mayor Anthony Cansler\*Councilman Matt Greiner\*Councilwoman Danielle Imhoff  
\*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

**AGENDA  
KEOTA CITY COUNCIL  
KEOTA CITY HALL  
225 E. Broadway Ave.  
January 19, 2022  
6:00 P.M.**

- 1. Roll Call**
- 2. Work Session**
  - a. Discussion of Revenues for FY23 City of Keota Budget**
- 3. \*Adjournment**

**\*Mayor Anthony Cansler\*Councilman Matt Greiner\*Councilman Heath McDonald  
\*Councilman Keith Conrad\*Councilman Mike Bender\*Councilwoman Danielle Imhoff**

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

JANUARY 5, 2022

The Keota City Council met on January 5, 2022 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, Danielle Imhoff, Matt Greiner, and Heath McDonald. City Employees present were Tonia Greiner and Tomisha Hammes. Also in attendance was Dan Flynn and Jim Tinnnes.

The Mayor announced the 2022 Mayoral Appointments: Mayor Pro-Tem Keith Conrad; Council members: Keith Conrad, Matt Greiner, Mike Bender, Danielle Imhoff, and Heath McDonald; City Employees: Doug Conrad – Chief of Police, Kevin Slaubaugh – Public Works Director, Micah Harmsen – Public Works, Tomisha Hammes – City Clerk/Administrator; Library Employees: Toni Greiner – Library Director, Ashley Greiner – Librarian, Cheri Altenhofen – Librarian; Library Board members: Nick Mahan – President, Rachel Klein – Vice President, Margaret Brinning – Secretary, Diana Sheets – Treasurer, Jacob Moeller, Connie Vincent, Jim Tinnnes, Jane Westendorf, and Danielle Imhoff; Museum Board members – Karen Sypherd – President, Dan Flynn – Vice President, John Greiner – Treasurer, Jill Baetsle – Secretary, Wanda Baumert, Brett Romoser, Jeri Klein; Board of Adjustments members: Gary Werger, Mike Williams, John Snedigar, Esther Burroughs, Barb Anderegg; Zoning Board members – Duane Sprouse, Bill Miller, Tom Hahn, James Wallington, Rich Klein; City Attorneys – Misty White, Trevanial Temple, Jason Palmer; Emergency Management Committee – Doug Conrad and Keith Conrad; Building Official/Zoning Administrator – Keith Conrad, Board of Adjustments Liaison – Keith Conrad, County Assessor Council – Anthony Cansler, 911 Boards – Ryan Sieren, Library Liaison – Matt Greiner, Museum Liaison – Matt Greiner, Fire Department Liaison – Mike Bender, Ball Association Liaison – Danielle Imhoff, Pool Advocates Liaison – Mike Bender, Keota Unlimited Liaison – Danielle Imhoff, KCCEF Representative – Heath McDonald, Code Enforcer – Heath McDonald, Official Depository – Libertyville Savings Bank, Official Newspaper – *The News Review*.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the December 20, 2021 meeting and payment of bills. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

CITY OF KEOTA  
JANUARY 5, 2022 COUNCIL MEETING  
FOR PERIOD DECEMBER 21, 2021 - JANUARY 5, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$44.13	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$27.84	Payroll
GREINER, TONIA	\$960.93	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$2,237.22	Employee Withholdings
IPERS	\$3,191.21	Employee Benefits
CENTER POINT LARGE PRINT	\$394.39	Library - Books
INFOMAX OFFICE SYSTEMS	\$182.59	Library - Copier Lease
IOWA LIBRARY ASSOCIATION	\$25.00	Library - Association Dues
MALLEY HARDWARE	\$22.15	Library - Janitorial Supplies
OUR IOWA	\$34.98	Library - Magazine
TONI GREINER	\$60.20	Library - Christmas Program Supplies
WINDSTREAM	\$144.44	Library - Phone/Fax
KEOTA VOLUNTEER FIRE DEPARTMENT	\$3,000.00	Fire - 28-E Agreement Payment
STOREY KENWORTHY/MATT PARROTT	\$822.01	Water/Sewer - Water Bill Postcards

ARNOLD MOTOR SUPPLY	\$126.13	Snow - Snow Plow Battery
WELLMARK BLUE CROSS BLUE SHIELD	\$7,339.93	Employee Health Benefits
AHLERS COONEY ATTORNEYS	\$1,914.23	Legal - Water Revenue Capital Loan Note
DEARBORN GROUP	\$93.60	Employee Life Insurance Benefits
AREA 15 REGIONAL PLANNING	\$457.47	All Dept. Association Dues
VERIZON WIRELESS	\$40.01	Police - Hot Spot
FIRST NATIONAL BANK	\$194.50	Police - Veh. O & M
FIRST NATIONAL BANK	\$412.19	All Dept. - Flag Pole Repair/Postage
FIRST NATIONAL BANK	\$241.04	Library - Books/Supplies
ION ENVIRONMENTAL SOLUTIONS	\$3,625.00	Water/Sewer - Contracted Services
COX SANITATION	\$2,028.50	Garbage - Pick Up/ Bags
ALLIANT ENERGY	\$6,688.59	All Dept. Gas/Electric
MALLEY HARDWARE	\$138.68	All Dept. Supplies
<b>TOTAL</b>	<b>\$40,638.15</b>	

**Department Reports:**

- Public Works Department –Working on plowing snow and clearing streets.
- Police Department – A written report was submitted. Reporting period of December 1 through December 31, 2021, there were nineteen (19) service calls/complaints and one (1) citations issued. Service Calls/Complaints: one burglary, two theft, one simple assault, one sex offense, one other criminal violations, one suspicion, one accident (traffic), five assist and serve, two attempt to locate, one weather, one traffic violation, two domestic abuse. Citation issued: domestic abuse assault with bodily injury.
- Wilson Memorial Library – Minutes from previous meeting were submitted. The StoryWalk book was changed out at the KeWash Trailhead.
- Keota Historical Museum – Minutes from previous meetings were submitted.

Ryan Sieren – Keota Fire Department generator. Ryan was unable to attend, but Councilman Bender spoke about the siren and generator. Councilman Bender stated that the fire department wants to go for a grant to get a new generator to run the fire station. The City would need to look into getting a separate generator to run the emergency siren. Slaubaugh will look into getting estimates on generators for city hall and the siren.

Motion was made by Councilman Bender to approve the liquor license for County Line Mart LLC. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve Resolution 2022-01: Wilson Memorial Assistant Librarian Wages. Councilman Greiner seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Abstain – None; Absent - None. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve Resolution 2022-02: Area 15 Regional Planning Commission. Councilman McDonald seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Abstain – None; Absent - None. Motion passed with a 5-0 vote.

Citizen Comments: Toni Greiner thanked the Council for approving the library wage increase – the staff and Board will really appreciate it. Dan Flynn asked the Council about the contract not being signed with One Design and Engineering for the pool project and why the city hasn't paid them yet. The city clerk stated that the Council is waiting for One Design and Engineering to submit the final contract for city attorney review and Council approval. The City has not received any invoices to pay One Design and Engineering. They were also asked to submit estimated pool operating expenses to

the city clerk for the upcoming budget meeting and they have not done that. The city clerk was asked to email One Design and Engineering requesting an update on the contract, an invoice, and where they are at with the pool operating expense estimates.

Clerk/Council/Mayor Comments: The city clerk stated that all departments will be closed on Monday, January 17 for Martin Luther King Jr. Day. She reminded the Council that the expenditures budget meeting will be on Wednesday, January 12. She will email and have hard copies of the estimates ready for Council on Monday to review prior to the meeting. Councilman Conrad will talk with Ryan Sieren about working with Larry Smith on a grant for a generator for the Keota Fire Department. He will check with Trevanial Temple about where the City is at with the northeast annexation project. Councilwoman Imhoff stated that she is excited to learn more about this job and looking forward to working with everyone. She went on to say that a camera outside the Police Station was requested by Officer Conrad. Councilman McDonald requested that letters be sent to a few people in town for items at the curb that need a garbage tag.

Motion was made by Councilman Conrad to adjourn at 8:06 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Wednesday, January 12, 2022, at 5:00 p.m. for their expenditures budget meeting. The next regular meeting will take place on Wednesday, January 19, 2022 starting at 6:00 p.m. with the revenue budget meeting, followed by the regular meeting 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.\*

**January 12, 2022**

The Keota City Council met on January 12, 2022, at the Keota City Hall. The work session was called to order at 5:00 p.m. by Mayor Anthony Cansler.

Council members answering roll call were: Keith Conrad, Danielle Imhoff, Heath McDonald, and Matt Greiner. City Employees present were Kevin Slaubaugh, Doug Conrad, and Tomisha Hammes. Also in attendance was Janie Westendorf and Jim Tinnes.

The expenditures for the FY23 City of Keota Budget were reviewed line by line and discussed for all City departments. No final decisions were made.

Motion was made by Councilman Conrad to adjourn the meeting at 6:42 p.m. Councilman Greiner seconded the motion. Motion passed with a 4-0 vote. The Keota City Council will meet on Wednesday, January 19, 2022 at 6:00 p.m. with review of the FY23 Revenues followed by the regular meeting 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 approve at the next council meeting.

CITY OF KEOTA  
 JANUARY 19, 2022 COUNCIL MEETING  
 FOR PERIOD JANUARY 6 - JANUARY 19, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$70.45	Payroll
CANSLER, ANTHONY	\$404.04	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$31.31	Payroll
GREINER, TONIA	\$829.50	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$2,264.58	Employee Withholdings
CARGILL	\$5,102.52	Water - Salt
FLYNN LAW OFFICE	\$245.00	Legal - Legal Work 2018
ONE DESIGN AND ENGINEERING	\$7,680.00	Pool - Concept Development 80% Complete
UNITED STATES POST OFFICE	\$155.20	Water/Sewer - Water Bills
QUILL	\$326.53	All Dept. Supplies
WATER SOLUTIONS UNLIMITED	\$1,187.48	Water - Chemicals
US CELLULAR	\$256.50	All Dept. Cell Phones
CREATIVE PRODUCT SOURCING INC	\$854.11	DARE - Supplies

TOTAL \$25,168.05