

**AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
MARCH 21, 2022
7:00 P.M.**

1. Roll Call

2. OPEN - Public Hearing – Not to Exceed \$400,000 General Obligation Capital Loan Notes

3. CLOSE – Public Hearing – Not to Exceed \$400,000 General Obligation Capital Loan Notes

4. *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 March 7, 2022 meeting
- b. Bills for payment
- c. February month end financials

5. Department Reports

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

6. Business

- a. Keota Municipal Pool Updates
- b. Approve Memorial Bench in front of City Hall
- c. Approve Lagos Acres Golf and Country Club Liquor License
- d. Approve New Liquor License for the Roost Tavern – New Owners
- e. Discussion of Property Ordinances
- f. Approve Area 15 Contract for Technical Assistance – Updating City of Keota Codebook
- g. Approve Resolution 2022-16: Setting Public Hearing on Monday, April 4, 2022 at 7:00 p.m. for Lease Proposal between the City of Keota and Cloudburst9 for the City property at the corner of Rock Island Avenue and South Fulton Street
- h. Approve Resolution 2022-17: Not to Exceed \$400,000 General Obligation Capital Loan Notes
- i. First Reading of Ordinance 2022-292: Water Use Metered

7. Citizen Comments

8. Clerk/Council/Mayor Comments

9. *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.
MARCH 21, 2022
6:00 P.M.**

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

MARCH 7, 2022

The Keota City Council met on March 7, 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 Micah Harmsen, Toni Greiner, and Tomisha Hammes. Also in attendance was Rich Klein, Casey Peck, Karen Sypherd, Jim Tinnis, Janie Westendorf, Lori Hammes, Andy Conrad, Nick Beinhart, and Dan Flynn.

The Public Hearing for the Fiscal Year 2023 City of Keota Budget was opened by Mayor Cansler.

Motion was made by Councilman Bender to close. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to amend the consent agenda to add removing trees, removing basketball courts, and removing small shelter along with concrete all from Wilson Memorial Park. Also add additional options for KCTC building location to agenda. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the amended consent agenda along with the minutes from the February 22, 2022 meeting and payment of bills. Councilwoman Imhoff seconded the motion. Motion passed with a 5-0 vote.

CITY OF KEOTA
FEBRUARY 22, 2022 COUNCIL MEETING
FOR PERIOD FEBRUARY 23 - MARCH 7, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$62.63	Payroll
GREINER, TONIA	\$761.33	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$4,470.51	Employee Withholdings
IPERS	\$3,003.25	Employee Benefits
CENGAGE LEARNING	\$78.21	Library - Books
CENTER POINT LARGE PRINT	\$408.02	Library - Books
INFOMAX	\$147.36	Library - Copier Lease
KEOTA EAGLE FOODS	\$34.55	Library - Programs
QUILL CORPORATION	\$50.95	Library - Supplies
WINDSTREAM	\$142.70	Library - Phone/Fax
ION ENVIRONMENTAL SOLUTIONS	\$3,625.00	Water/Sewer - March Operations
VERIZON	\$40.01	Police - Hot Spot
FARMERS COOPERATIVE ASSOCIATION	\$142.24	Water/Sewer - Veh. O & M
FIRST NATIONAL BANK	\$507.99	Water - Training Classes
FIRST NATIONAL BANK	\$296.51	Police - Veh. O & M
FIRST NATIONAL BANK	\$374.29	Library - Books/Programs/Supplies
CORY REID	\$100.00	Deposit - 1 Year Non-Delinquent Payments Refun
TYLER BOUSLOG	\$100.00	Deposit - 1 Year Non-Delinquent Payments Refun
KOCH OFFICE GROUP	\$164.63	City Hall - Quarterly Copier Fee
MALLEY HARDWARE	\$108.18	All Dept. Supplies
MENARDS	\$129.80	Streets - Pothole Patch
COX SANITATION	\$3,718.50	Garbage - Pick-Up/Bags
KEVIN'S SALES AND SERVICE	\$215.00	Library - February Snow Removal

STATE HYGIENIC LABORATORY
ALLIANT ENERGY

\$20.50 Water - Testing
\$7,594.04 All Dept. Gas/Electric

TOTAL \$32,531.52

Department Reports:

- Public Works Department – Larry Smith met with Slaubaugh for discussion on a grant for the generator. The plan is to pair the generator with a new siren for the grant. Snow plow had issues this morning, so they will be sending it down to be repaired. Harmsen will be attending class on April 7, 8, 14, and 15 for basic water treatment certification.
- Police Department – A written report was submitted. Reporting period of February 18 through February 28, 2022, there were seven (7) service calls/complaints and three (3) citations issued. Service Calls/Complaints: two theft, two assist and serve, one dog/cat/misc. animal, and two domestic abuse. Citation issued: three speed/alternative enforcement.
- Wilson Memorial Library – Gearing up for summer reading program. The Keokuk County Extension Office will be doing a program on early out day for school. Monday, March 14 starts coffee at the library from 10:00 a.m. to 12 noon.
- Keota Historical Museum – They had a work meeting a couple weeks ago. Trying to get things ready for the Keota Fun Days and Sesquicentennial.

Discussion on City of Keota property lease with Cloudburst9. The permanent building will be 12' x 16' and will also need a pad for a generator that will be 10' x 10' area. Four location options were presented and discussed by the Council. After discussion, option 4 which would be in the railroad right away at the corner of Rock Island Avenue and South Fulton Street was agreed upon. Casey Peck will send the City copies of long-term leases they have with other communities. Cloudburst9 would like to start doing the work once the frost melts in April. There was discussion on whether the City should sell or long-term lease the property. There will be a resolution to hold a public hearing on the agenda at the March 21, 2022 meeting to approve the long-term lease agreement. There are letters being sent out to the public in Keota about Cloudburst9's Fiber to the Home project. They are requesting that you fill out and return the Line Installation Permission Agreement. Signing the form doesn't require you to connect to the service, but will give the current or future property owner the option to connect.

Discussion of Keota Municipal Pool – Nick Beinhart stated that there are 228 households and businesses that have pledged towards the pool. Councilman Conrad stated that he has received probably over 20 emails from people that are in favor of the new pool. Dan Flynn listed off the amounts that have been received thus far for the project.

Phase I	2/28/22	3/7/22
VFW account cash	\$68,878.27	\$68,905.27
Keota Unlimited cash	\$399,679.59	\$466,004.59
Keota Unlimited cash loan		\$83,362.00
Grants	\$550,000.00	\$550,000.00
In Kind	\$23,393.00	\$23,393.00
Signed pledges	\$396,420.00	\$.00
Unsigned pledges	\$14,100.00	\$.00

Stock		\$263,000.00
Total	\$1,452,470.86	\$1,454,664.86
(Latest total cost of pool plus 5% contingency fee was (\$1,454,655))		
Phase II Splash pad and Pool Amenities		
In Kind	\$3,107.00	\$3,107.00
Unsigned pledges	\$37,000.00	\$25,100.00
Signed pledges	\$50,000.00	\$ 5,258.00
Cash	\$250.00	\$50,250.00
Stock		\$ 7,000.00
Total	\$90,357.00	\$90,715.00
BC/BS Grant Application	+ \$89,000.00	= \$179,715
(Splash Pad & Pool Amenities estimated cost plus 5% contingency fee (\$187,950))		
Phase III		
Signed Pledge (501c3)	\$10,825.64	
Unsigned Pledge		\$5,200.00
Total	\$10,825.64	\$5,200.00
Total Phase I, Phase II, Phase III	\$1,553,653.50	\$1,550,579.86

Discussion was held on whether the City or the Pool Advocates will be paying for the appliances in the pool's concession stand. Councilman Bender stated he would like to invite Amy Schulte, YMCA, to a pool design meeting to see what she would need for the concession stand. Stock that is being donated to the pool project – the Council was asked if that would need to be transferred into money in the bank. The Council stated to wait until the bids come back for the project.

Motion was made by Councilman Conrad to turn down the Keota Pool Advocate's 501c3 to pay for a third party management fee if the City of Keota enters into an agreement. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Discussion on the water meter at 204 E. Broadway Avenue – Micah Harmsen talked to the Water Shop to see how much the discharge meter would cost. It would be \$145 for the meter. For all three water meter usage the discharge would be 60 gallons per week/2800 gallons per year roughly going down the drain. Micah requested that there be a written agreement since the water softener would be before the meter. He would like it stated that if something happens to the softener it would be the owner's responsibility, not the City's. The Mayor requested that a work order required to be turned into the City that it was done properly if changes need to be made. Councilman Greiner will talk with Scott Flynn about the situation and have it put on the agenda at the next Council meeting to approve the agreement.

Motion was made by Councilman Conrad to approve Resolution 2022-09: Fiscal Year 2023 City of Keota Budget. Councilman McDonald seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Absent - None; Motion passed with a 5-0 vote.

Motion was made by Councilman Greiner to approve Resolution 2022-10: Appointing the Keota Community Club as Organizer of the Keota Fun Days. Councilwoman Imhoff seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Absent - None; Motion passed with a 5-0 vote.

Motion was made by Councilwoman Imhoff to approve Resolution 2022-11: FY23 Salary for Doug Conrad. Councilman Greiner seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Absent - None; Motion passed with a 5-0 vote.

Motion was made by Councilman Greiner to approve Resolution 2022-12: FY23 Salary for Kevin Slaubaugh. Councilman Bender seconded the motion. Roll call vote: Ayes – Conrad, Imhoff, Greiner; Nays – Bender, McDonald; Absent - None; Motion passed with a 3-0 vote.

Motion was made by Councilman Greiner to approve Resolution 2022-13: FY23 Salary for Micah Harmsen with additional \$1000 increases for each certification for water, sewer, and pool operator. Councilman Bender seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Absent - None; Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve Resolution 2022-14: FY23 Salary for Tomisha Hammes. Councilman Greiner seconded the motion. Roll call vote: Ayes – Conrad, Imhoff, Greiner, McDonald; Nays - Bender; Absent - None; Motion passed with a 4-0 vote.

Motion was made by Councilman Greiner to approve Resolution 2022-15: Community Catalyst Grant – Lori Hammes. Councilwoman Imhoff seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, Greiner, McDonald; Nays - None; Absent - None; Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the building permit for 203 E Broadway Avenue. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve the Letter of Support for Community Catalyst Grant – Lori Hammes. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the General Accounting Expenditure Community Catalyst Grant – Ramsey Building. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

Councilman Conrad stated that there are three large trees at the park that need to be removed. He would like to have them bid out to get them cut down and stumps grinded out. Sealed bids due by April 1 and May 1 as the deadline to have them removed. The two trees that are Memorial trees need to be moved. The Council requested that this all be done in April. Councilman McDonald spoke to the person that donated the trees and they just want to see the trees stay in the park. Micah Harmsen is to look into where the trees could be moved to.

The old, small shelter at Wilson Park is in disrepair. The shelter needs to be torn down. The public works department was asked to get bids to take down the shelter. There can be a stipulation that you may take the shelter, but would need to remove the concrete as well. Harmsen will look into disconnecting the electric to the shelter. Deadline for bids April 1 and taken down by May 1.

The basketball courts need to be removed to allow for the construction of the new pool. The Council recommended Micah to look into renting or borrowing a jack hammer to use to take out the concrete. The public works employees will do the work themselves. Deadline given was to have it done by May 1. There was a request is to wait until after the Easter Bunny event at the park on Saturday, April 16. The old brick restroom will be removed by the public works and Tremmel Back Hoe Service at the same time as the basketball court removal.

Citizen Comments: Jim Tinnes stated that he would like to see the City sell the property to Cloudburst9 instead of leasing it long-term.

Clerk/Council/Mayor Comments: The clerk stated that she will be attending a Rural Housing Workshop in Ames on Monday, April 11. She will also be attending the Iowa Municipal Finance Officer Conference for continuing education April 20-22 in Des Moines. Councilwoman Imhoff stated that she met with Jeff Garrett, Washington County Treasurer, about the annexation of northeast side of Keokuk Washington Road. He provided the agreement and resolution that was used by the City of Washington for an annexation project. He stated that the City needs to stay in contact with the Washington County Auditor's Office as the information needs to be sent through the Auditor's office to make sure everyone is aware of what is going on. Councilman Greiner stated that there is some junk being collected in some neighborhoods. He recommended a list be made up by the Council and the employees of problem areas to send letters before the city wide clean up in May. Councilman Conrad stated that the job of the Council is to do what will benefit and grow the community. Some of the items that the Council has been working on is annexation. Washington County recommends to use tax abatement when they do annexation. Long term it will help the community, short term it will benefit the residents coming into the City. He highly recommends that residents send the letter back into the Cloudburst9 even if you aren't using the service, it will increase your property value down the road. There were some cuts to the library and that was due to the City at about a \$114 per capita and the State average is around \$60 per capita. There will be a meeting to discuss daycare needs in Keokuk County next week at the SADC Office in Sigourney. There have been discussions with SADC to see if their organization can be redeveloped to be county wide instead of just in Sigourney. Mayor Cansler thanked everyone for their hard work that they have been doing on all the different projects going on in Keota.

Motion was made by Councilman Conrad to adjourn at 9:12 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, March 21, 2022 at 6:00 p.m. for a work session for the pool followed by the regular meeting 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
MARCH 21, 2022 COUNCIL MEETING
FOR PERIOD MARCH 8- MARCH 21, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$62.63	Payroll
GREINER, TONIA	\$902.52	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$2,215.66	Employee Withholdings
UNITED STATES POST OFFICE	\$155.20	Water/Sewer - Monthly Water Bills
CARGILL	\$11,311.02	Water - Salt
H & M FARM & HOME	\$17.98	Water - Pipe Plugs
IOWA MUNICIPAL FINANCE OFFICERS ASSN.	\$50.00	City Hall - Association Dues
MID-AMERICA PUBLISHING	\$381.54	All Dept. Publications
US CELLULAR	\$145.84	All Dept. Cell Phones
QUILL CORP	\$149.13	All Dept. Office Supplies

TOTAL \$21,626.84

Feb-22

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,541.88		\$24.65	\$39,566.53
LIBRARY CD 2	\$31,058.30		\$19.36	\$31,077.66
SEWER CD	\$146,154.41			\$146,154.41
SEWER VEH CD	\$20,604.66		\$115.52	\$20,947.46
WATER CD	\$69,525.34		\$389.78	\$70,682.00
WATER VEH CD	\$426.40			\$426.40
DARE	\$1,025.86			\$1,025.86
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,450.01		\$0.03	\$1,450.04
GEN FD LIBR INV	\$4,982.61		\$0.11	\$4,982.72
LIB BUILDING	\$1,305.67		\$0.03	\$1,305.70
LIB MEMORIALS	\$306.12			\$306.12
PERPETUAL CARE FUND	\$10,317.80		\$0.24	\$10,318.04
POLICE VEHICLE INV	\$27,175.53		\$1.04	\$27,176.57
PARK & CEM VEH	\$606.61		\$0.01	\$606.62
CITY HALL BLDG RPR	\$19,223.26		\$0.44	\$19,223.70
CIVIL DEFENSE FU	\$3,176.02		\$0.07	\$3,176.09
KEOTA DAYCARE	\$1,190.56		\$0.03	\$1,190.59
WILSON MEMORIAL LIB	\$17,579.75		\$0.40	\$17,580.15
T&A METER INV	\$23,679.70		\$0.55	\$23,680.25
SIDEWALK SAVINGS	\$14,531.24			\$14,531.24
WTR VEH SAVINGS	\$29,320.94			\$29,320.94
WTR TWR MAIN SAVINGS	\$9,649.04			\$9,649.04
SEWER VEH SAVINGS	\$9,124.71			\$9,124.71
SNOW EQUIPMENT SAVINGS	\$5,074.06			\$5,074.06
CHECKING	\$1,325,248.25		\$65,716.56	\$1,341,198.54
GENERAL			\$5,509.22	\$17,732.72
GENERAL - LOCAL OPTION				
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE			\$9,869.44	\$5,013.06
EMPLOYEE BENEFIT			\$378.51	\$7,149.27
DEBT SERVICE			\$51.72	
CAPITAL IMPROVEMENT			\$387.83	
LIBRARY			\$3,309.31	\$3,751.26
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM				
WATER			\$25,305.45	\$13,658.30
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS			\$200.55	\$100.00
SEWER			\$24,565.56	\$13,382.60
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,830,522.93

	3/7/2022	3/14/2022	
VFW account-cash	68905.27	68905.27	
Keota Unlimited-cash	466004.59	466004.59	
Keota Unlimited-cash loan	83362.00	83362.00	
Grants	550000.00	550000.00	
In Kind	23393.00	23393.00	
Signed pledges	0.00	0.00	
Unsigned pledges	0.00	0.00	
Stock	263,000.00	263000.00	
Total	1454664.86	1454664.86	
(Latest total cost of pool plus 5% contingency fee (\$1,454,655.00))			
Phase II-splash pad & pool amenities			
In kind	3107.00	3107.00	
Unsigned pledges	25100.00	0.00	
Signed pledges	5258.00	5730.00	
Keota Unlimited Cash	50250.00	76325.00	
Stock	7000.00	7000.00	
VFW Fund Raiser		6788.00	
Total	90715.00	98950.00	
Blue Cross/Blue Shield Grant		Plus \$89,000.00	187,950.00
Splash Pad & Pool Amenities est cost plus 5% contingency fee \$187,950.00			
Phase III			
Signed pledges		8782.00	
Unsigned pledges	5200.00		
stock			
Total	5200.00	8782.00	
Total Phase I,II,III	1550579.86	1562396.86	
Unsigned pledges			
Signed Pledges to Collect		50858.00	
Loan to pay	(\$83,362)	(\$83,362)	
Cash to apply to loan			