

AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
April 18, 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 April 4, 2022 meeting
- b. Bills for payment
- c. March month end financials

3. Department Reports

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

4. Business

- a. Third Reading of Ordinance 2022-292: Water Use Metered
- b. Approve Ordinance 2022-292: Water Use Metered
- c. First Reading of Ordinance 2022-293: Sewer Rate Increase
- d. First Reading of Ordinance 2022-294: Open Burning
- e. Potential Waiving of Second and Third Reading of Ordinance 2022-294: Open Burning
- f. Potential Approval of Ordinance 2022-294: Open Burning
- g. Approve Contract with Iowa Economic Development Authority for Community Catalyst and Remediation Grant for Fiddle Dee Dee (AA Hulse & Company Building)/Lori Hammes
- h. Discussion and Approval of the Compensation and Maintenance Amendments to the Cloudburst9 Contract
- i. Approve building permit for 105 N. Davis Street – Commercial Building
- j. Approve building permit for 516 E. Lafayette Avenue – Paved Customer Parking
- k. Approve building permit for 407 S. Green St. - Sidewalk
- l. Approve Cigarette and Tobacco License for The Roost Keota, LLC

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

APRIL 4, 2022

The Keota City Council met on April 4, 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, and Heath McDonald. City Employees present were Toni Greiner and Tomisha Hammes. Also in attendance was Karen Sypherd, Dan Flynn, Jim Tinnes, Janie Westendorf, Lori Hammes, and Casey Peck.

The Public Hearing for the Proposed Lease of City Property, corner of Rock Island Avenue and South Fulton Street, to Cloudburst9 was opened by Mayor Cansler. The city clerk received no written or oral objections to the proposal. There were no citizen comments.

Motion was made by Councilman Conrad to close the public hearing. Councilman Bender seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, McDonald; Nays - None; Absent - Greiner; Motion passed with a 4-0 vote.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the March 21, 2022, meeting and payment of bills. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

CITY OF KEOTA
APRIL 4, 2022 COUNCIL MEETING
FOR PERIOD MARCH 22 - APRIL 4, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$62.63	Payroll
GREINER, TONIA	\$980.41	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$2,242.18	Employee Withholdings
IPERS	\$3,034.19	Employee Benefits
WINDSTREAM	\$143.09	Library - Phone/Fax
INFOMAX	\$147.36	Library - Copier Lease
CENTER POINT LARGE PRINT	\$45.54	Library - Books
CENGAGE LEARNING	\$351.94	Library - Books
CASH	\$200.00	Library - Postage
FIRST NATIONAL BANK	\$475.50	Library - Books/Programs/DVDs/Supplies
FIRST NATIONAL BANK	\$657.32	Police - Veh O & M/Training
FIRST NATIONAL BANK	\$380.99	City Hall - Con Ed Classes
FIRST NATIONAL BANK	\$349.26	Water - Con Ed Classes
XPEDITE TECHNOLOGY	\$575.00	Police - Patrol Software
COX SANITATION	\$3,398.50	Garbage - Pick-Up/Bags
WATER SOLUTIONS UNLIMITED	\$1,132.63	Water - Chemicals
MALLEY HARDWARE	\$62.29	City Hall/Shop - Supplies
VERIZON WIRELESS	\$40.01	Police - Hot Spot
DEARBORN GROUP	\$93.60	Employee - Life Insurance
IOWA DIVISION OF LABOR SERVICES	\$40.00	Library - Boiler Certificate
ALLIANT ENERGY	\$7,505.69	All Dept. - Electric/Gas
JIM TINNES TRUCKING	\$1,747.50	Snow - January Snow Removal
JJ NIGHTING	\$35.63	Streets - Belt for Skid Loader
IOWA MUNICIPAL FINANCE OFFICER ASSN.	\$125.00	City Hall - Annual Dues
SINCLAIR TRACTOR	\$555.25	Streets - Street Sweeper/Camera
SEMCO LANDFILL	\$209.25	Streets - Cleaning

TREMMELE BACK HOE SERVICE
LYLE INSURANCE

\$316.00 Water/Sewer - Disconnection for House Demo
\$49,573.00 City Insurance

TOTAL \$80,715.08

Department Reports:

-Public Works Department – The Cryptosporidium lab tests on the water samples came back negative. The tests were sent to Scientific Methods in Granger, Indiana as the State Lab in Iowa does not do the testing. Chad McCleary sent a proposal from Viking to do the water tower, clear well, and water basin clean-out and water inspection.

-Police Department – A written report was submitted. Reporting period of March 17 through March 31, 2022, there were six (6) service calls/complaints and one (1) citation issued. Service Calls/Complaints: one theft, one controlled substance, one trespass, one juvenile, one misc. investigation, and one dog/cat/misc. animal. Citation issued: Juvenile – Possession Tobacco/Vaping.

-Wilson Memorial Library – There has been great attendance for coffee time on Mondays starting at 10:00 a.m. Early Out Day at the library on Wednesday, April 6, with the Extension Office. The library will have a book sale with the garage sales.

-Keota Historical Museum – They received a free display. Purchased about 30 mannequins from the outlet mall for displays.

Motion was made by Councilman Conrad to approve Resolution 2022-18: Lease of City Property to Cloudburst9 located at the corner of Rock Island Avenue and South Fulton Street. Councilwoman Imhoff seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, McDonald; Nays - None; Absent - Greiner; Motion passed with a 4-0 vote. Compensation will be determined at a later date.

Motion was made by Councilman Conrad to approve Resolution 2022-19: Standard Agreement Contract between the City of Keota and One Design and Engineering for the Keota Municipal Pool Project. Councilman Bender seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, McDonald; Nays - None; Absent - Greiner; Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the Water Meter Agreement with Scott Flynn. Councilman McDonald seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, McDonald; Nays - None; Absent - Greiner; Motion passed with a 4-0 vote.

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 4-0 vote.

Motion was made by Councilman Bender to approve the liquor license for Keota Post No. 4716 VFW. Councilwoman Imhoff seconded the motion. Motion passed with a 4-0 vote.

The Second Reading of Ordinance 2022-292: Water Use Metered: All water furnished customers shall be measured through meters furnished by the City. Multi-family properties, apartment complexes, and/or mixed residential/commercial properties are required to have individual water meters for each unit on premises.

Motion was made by Councilman Conrad to approve the LL Pelling Proposal for Sealcoat Work in the City of Keota. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

Citizen Comments: No comments.

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. Discussion was held on multiple properties that need letters sent to them about ordinance violations.

Councilman Bender was approached by people asking what they are supposed to do with the corn stalks that have blown into town and in their yards. He believes that burning needs to be allowed in town to allow residents to clean up their yards. He stated that in the past he knows that people were against the open burning. He feels that it needs to be put on the agenda for the next meeting to discuss and figure out a way to make it work.

Councilman Conrad stated that on April 8 at 1:00 p.m. he will meet with Trev Temple to discuss the annexation process for both projects. The last Rural Housing Meeting had their last meeting two weeks ago. The group was broken down into four subcommittees that will focus on certain areas. Once the final report is sent from the Iowa State University on the Rural Housing Project more information will be available. This information will detail the task items each of the subcommittees will need to work on and how many volunteers may be needed for each group.

Councilwoman Imhoff want to thank Lori Hammes for all the work she has put in for the Keota Community Club and the upcoming Keota Celebrations. She is putting in a lot of effort for our City and needs to be recognized for her efforts.

Mayor Cansler wanted to say that Toni Greiner has been doing a lot of great things at the library and has been attending a lot of the Council meetings. He wanted to make sure she was recognized for her work. The weather is getting better, so with that property clean-up will hopefully start taking place around town.

Motion was made by Councilman Conrad to adjourn at 7:54 p.m. Councilman Bender seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, April 18, 2022 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
 APRIL 18, 2022 COUNCIL MEETING
 FOR PERIOD APRIL 5 - APRIL 18, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$74.36	Payroll
CANSLER, ANTHONY	\$404.04	Payroll
CONRAD, DOUGLAS L.	\$1,907.71	Payroll
GREINER, ASHLEY	\$62.63	Payroll
GREINER, TONIA	\$912.26	Payroll
HAMMES, TOMISHA	\$1,388.05	Payroll
HARMSSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L.	\$1,571.73	Payroll
EFTPS	\$2,298.97	Employee Withholdings
IOWA DEPT. OF REVENUE	\$5,045.94	Sewer - 1st Quarter Sales Tax
IOWA DEPT. OF REVENUE	\$3,910.37	Water - 1st Quarter Water Excise Tax
IOWA DEPT. OF REVENUE	\$2,172.00	1st Quarter Iowa Employee Withholdings
		Economic Development - SDF Properties Nuisance Property/Abandoned Building
IOWA ECONOMIC DEVELOPMENT AUTHORITY	\$58,638.82	Loan
SCOTT WESTENDORF	\$3,833.33	Cemetery - Mowing Contract
UNITED STATES POST OFFICE	\$155.20	Water/Sewer - Billing Postage
ION ENVIRONMENTAL SOLUTIONS	\$3,803.56	Water/Sewer - April Operations and Labs
MERSCHMAN FERTILIZER LLC	\$4,038.84	Snow - Ice Melt Treated
SCIENTIFIC METHODS	\$425.00	Water - Crypto Water Testing
JJ NICHING CO	\$97.84	Parks - Air, Oil, and Fuel Filters
GALLS	\$114.75	Police - Clothing Allowance
US CELLULAR	\$158.99	All Dept. Cell Phones
SINCLAIR TRACTOR	\$2,246.77	Streets - Street Sweeper
FARMERS COOPERATIVE ASSOCIATION	\$1,418.37	All Dept. Veh. O & M
REDLINGER REPAIR	\$135.00	Streets - Street Sweeper Labor
KEVIN'S SALES AND SERVICE	\$150.00	Library - March Snow Removal
BARCO PRODUCTS	\$1,593.29	Misc. Donation - Greiner Memorial Bench
WATER SOLUTIONS UNLIMITED	\$1,132.63	Water - Hypochloride Solution
JETCO	\$430.25	Sewer - Flow Meter Repair
JIM TINNES TRUCKING	\$541.66	Snow - Sand
MID-AMERICA PUBLISHING	\$589.90	All Dept. Publishing
WELLMARK BLUE CROSS BLUE SHIELD	\$9,428.57	Employee Health Benefits
STATE OF IOWA	\$71.00	Cemetery - Annual Cemetery Report Fee

TOTAL \$109,641.26

Mar-22

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,566.53			\$39,566.53
LIBRARY CD 2	\$31,077.66			\$31,077.66
SEWER CD	\$146,154.41			\$146,154.41
SEWER VEH CD	\$20,947.46			\$20,947.46
WATER CD	\$70,682.00			\$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	\$1,450.04	\$0.04		\$1,450.08
GEN FD LIBR INV	\$4,982.72	\$0.13		\$4,982.85
LIB BUILDING	\$1,305.70	\$0.03		\$1,305.73
LIB MEMORIALS	\$306.12	\$0.03		\$306.15
PERPETUAL CARE FUND	\$10,318.04	\$0.26		\$10,318.30
POLICE VEHICLE INV	\$27,176.57	\$1.15		\$27,177.72
PARK & CEM VEH	\$606.62	\$0.02		\$606.64
CITY HALL BLDG RPR	\$19,223.70	\$0.49		\$19,224.19
CIVIL DEFENSE FU	\$3,176.09	\$0.08		\$3,176.17
KEOTA DAYCARE	\$1,190.59	\$0.45		\$1,190.62
WILSON MEMORIAL LIB	\$17,580.15	\$0.60		\$17,580.15
T&A METER INV	\$23,680.25	\$0.03		\$23,680.25
SIDEWALK SAVINGS	\$14,531.24	\$1.07		\$14,532.31
WTR VEH SAVINGS	\$29,320.94	\$2.17		\$29,323.11
WTR TWR MAIN SAVINGS	\$9,649.04	\$0.71		\$9,649.75
SEWER VEH SAVINGS	\$9,124.71	\$0.68		\$9,125.39
SNOW EQUIPMENT SAVINGS	\$5,074.06	\$0.38		\$5,074.44
CHECKING	\$1,341,198.54	\$96,923.65	\$81,009.92	\$1,357,112.14
GENERAL		\$12,072.89	\$14,094.54	
GENERAL - LOCAL OPTION		\$15,527.02		
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE		\$5,602.02	\$3,023.07	
EMPLOYEE BENEFIT		\$3,557.69	\$8,726.77	
DEBT SERVICE		\$486.09		
CAPITAL IMPROVEMENT		\$3,645.24		
LIBRARY		\$560.85	\$3,803.04	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM				
WATER		\$27,248.21	\$24,281.19	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS		\$600.00	\$200.00	
SEWER		\$25,465.72	\$8,613.94	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,846,444.85

Ordinance No. 2021-292

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO WATER METERS.

BE IT ENACTED by the City Council of the City of Keota, Iowa:

SECTION 1. Title VI, Chapter 3, Section 2 of the Keota Municipal Code, 2017, following is added:

6-3-2: WATER USE METERED

All water furnished customers shall be measured through meters furnished by the City. Multi-family properties, apartment complexes, and/or mixed residential/commercial properties are required to have individual water meters for each unit on premises.

SECTION 2. REPEALER. That all other ordinances or parts of ordinances in conflict herewith are repealed.

SECTION 3. SEVERABILITY CLAUSE. That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Keota, Iowa, hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

ANTHONY CANSLER, MAYOR

First Reading: March 21, 2022
Second Reading: April 4, 2022
Third Reading: April 18, 2022

ATTEST:

TOMISHA HAMMES, CITY CLERK

MOTION MADE BY: _____ 2ND BY: _____

ROLL CALL VOTE				
COUNCIL MEMBER NAME	AYES	NAYS	ABSTAIN	ABSENT
MIKE BENDER				
KEITH CONRAD				
DANIELLE IMHOFF				
MATT GREINER				
HEATH MCDONALD				

Ordinance No. 2022-293

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE RATES CHARGED FOR SEWER RENTAL RATES AS OF JULY 1, 2022.

BE IT ENACTED by the City Council of the City of Keota, Iowa:

SECTION 1. Title VI, Chapter 9, Section 2 of the Keota Municipal Code, 2017, is hereby repealed and the following adopted in lieu thereof:

6-9-2: Rental Rate: Each Customer shall pay a sewer rental based on water used each month:

1. For the first 2,000 gallons of water used, sewer rent shall be \$65.01 (Minimum Charge).
2. For the next 3,000 gallons of water used, sewer rent shall be charged at \$5 per 1,000 gallons.

SECTION 2. REPEALER. That all other ordinances or parts of ordinances in conflict herewith are repealed.

SECTION 3. SEVERABILITY CLAUSE. That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Keota, Iowa, hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law with new rates taking effect on July 1, 2022.

MAYOR PRO-TEM KEITH CONRAD

1st Reading: April 18, 2022

2ND Reading: May 2, 2022

3rd Reading: May 16, 2022

ATTEST:

TOMISHA HAMMES, CITY CLERK

Motion: _____ Second: _____

ROLL CALL VOTE				
COUNCIL MEMBER NAME	AYES	NAYS	ABSTAIN	ABSENT
MIKE BENDER				
KEITH CONRAD				
DANIELLE IMHOFF				
MATT GREINER				
HEATH MCDONALD				

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE PHYSICAL ENVIRONMENT.

BE IT ENACTED by the City Council of the City of Keota, Iowa:

SECTION 1. Title VI, Chapter 18, Section 8 is hereby repealed and the following adopted in lieu thereof:

6-18-8 OPEN BURNING RESTRICTIONS

1. Burn Barrels are prohibited within the City limits.
2. Regulated Burning. The City of Keota will allow open burning during the months of April, May, October, and November on Thursday, Friday, and Saturday from 8:00 a.m. to 8:00 p.m. All other burning that does not meet the following restrictions is prohibited.
 - a. Leaf/Landscape Waste burning is only allowed on the city right of way in the front of the dwelling. No fire is allowed to reach the street pavement, and must be a minimum of twenty-five (25) feet from any structure or building. No other items but leaves or landscape waste may be burned at this location.
 - b. Garden Waste/Landscape Waste burning is allowed within the garden plot and must be a minimum of twenty-five (25) feet from any structure or building. No other items but garden waste or landscape waste are allowed to be burned in this location.
 - c. Burning of WET leaves is prohibited.
 - d. Fires are prohibited on the street, driveways, alleys, or ditches.
 - e. Fires are limited to no larger than ten (10) feet wide.
 - f. Fires are prohibited under powerlines, light or power poles, or within fifty (50) feet of combustible materials.
 - g. Adult supervision must be on hand at all times.
 - h. A working garden hose must be available for immediate use at all times.
 - i. No fires shall be maintained if weather conditions are not favorable or in the event of an order from the Fire Chief directing that the fire must be extinguished. No fires shall take place in the event of a burn ban issued by the County, State of Iowa or DNR.
3. Recreational Fires. Open fires for cooking, heating, recreation and ceremonies, provided they comply with the limits for emission of visible air contaminants established by the DNR are legal within City limits. All recreational fires must be in a fire pit or fire ring.
4. Training Fires for the training of firefighters and Controlled Burning of Demolished/Uninhabitable Building are permitted subject to the approval of the City Council.
5. Rubber Tires, Trash, or any other items other than those listed above are prohibited within City limits.
6. Violation and Penalty. Any person guilty of violating the provisions herein shall be guilty of a simple misdemeanor and shall be subject to a fine of up to one hundred (\$100) dollars or a municipal infraction.

SECTION 2. REPEALER.

That all other ordinances or parts of ordinances in conflict herewith are repealed.

SECTION 3. SEVERABILITY CLAUSE.

That if any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council of the City of Keota, Iowa, hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrased be declared unconstitutional.

SECTION 4. WHEN EFFECTIVE.

This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

1st Reading: April 18, 2022

ANTHONY CANSLER, MAYOR

ATTEST:

TOMISHA HAMMES, CITY CLERK

Motion: _____ Second: _____

ROLL CALL VOTE				
COUNCIL MEMBER NAME	AYES	NAYS	ABSTAIN	ABSENT
MIKE BENDER				
KEITH CONRAD				
DANIELLE IMHOFF				
MATT GREINER				
HEATH MCDONALD				