

**AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
May 2, 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 18, 2022 meeting
- b. Bills for payment

3. Department Reports

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

4. Business

- a. Discussion of City of Keota and Y.M.C.A. Pool Management Agreement
- b. Second Reading of Ordinance 2022-293: Sewer Rate Increase
- c. Approve Resolution 2022-20: Sale of One Cemetery Lot to Troy Cheney
- d. Approve Resolution 2022-21: Set Public Hearing for FY22 Budget Amendments
- e. Approve Banyon Proposal for Software Transition to New Water Meters
- f. Approve building permit – 110 W. Broadway Avenue - Patio
- g. Approve building permit for Cloudburst9

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 18, 2022

The Keota City Council met on April 18, 2022 at the Keota City Hall. The meeting was called to order by Mayor Anthony Cansler at 7:00 p.m.

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 Sue McDonald, Karen Sypherd, Dan Flynn, Jim Tinnes, Judy Sigler, Carl Sigler, Kathy Ewald, Cindy Detweiler, Ron Northup, Tom Hahn, Janie Westendorf, Lori Hammes, Nick Beinhart, Sheila Horras, and Kathy Davis.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the April 4, 2022 meeting, March month end financials, and payment of bills. Councilwoman Imhoff seconded the motion. Motion passed with a 5-0 vote.

**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
HARMSEN, MICAH	\$1,367.83	Payroll
SLAUBAUGH, KEVIN L. EFTPS	\$1,571.73	Payroll
IOWA DEPT. OF REVENUE	\$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 Withholdin Economic Development - SDF Propert
IOWA ECONOMIC DEVELOPMENT AUTHORITY	\$58,638.82	Property/Abandoned Building 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 La
MERSCHMAN FERTILIZER LLC	\$4,038.84	Snow - Ice Melt Treated
SCIENTIFIC METHODS	\$425.00	Water - Crypto Water Testing
JJ NICHTING 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
JETCO	\$430.25	Sewer - Flow Meter Repair
SEMCO LANDFILL	\$209.25	Streets - Street Cleaning
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 F
TOMISHA HAMMES	\$149.76	Mileage - Ames Rural Housing Worksr
ABC FIRE EXTINGUISHER SERVICE	\$89.60	All Dept. Fire Extinguisher Annual Insp
WINDSTREAM	\$230.62	All Dept. Phone/Fax

TOTAL \$107,594.57

March 2022 Month End Financials

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,566.53			\$39,566
LIBRARY CD 2	\$31,077.66			\$31,077
SEWER CD	\$146,154.41			\$146,154
SEWER VEH CD	\$20,947.46			\$20,947
WATER CD	\$70,682.00			\$70,682
WATER VEH CD	\$426.40			\$426
DARE	\$1,025.86			\$1,025
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,450.04	\$0.04		\$1,450
GEN FD LIBR INV	\$4,982.72	\$0.13		\$4,982
LIB BUILDING	\$1,305.70	\$0.03		\$1,305
LIB MEMORIALS	\$306.12	\$0.03		\$306
PERPETUAL CARE FUND	\$10,318.04	\$0.26		\$10,318
POLICE VEHICLE INV	\$27,176.57	\$1.15		\$27,177
PARK & CEM VEH	\$606.62	\$0.02		\$606
CITY HALL BLDG RPR	\$19,223.70	\$0.49		\$19,224
CIVIL DEFENSE FU	\$3,176.09	\$0.08		\$3,176
KEOTA DAYCARE	\$1,190.59	\$0.45		\$17,580
WILSON MEMORIAL LIB	\$17,580.15	\$0.60		\$23,680
T&A METER INV	\$23,680.25	\$0.03		\$1,190
SIDEWALK SAVINGS	\$14,531.24	\$1.07		\$14,532
WTR VEH SAVINGS	\$29,320.94	\$2.17		\$29,323
WTR TWR MAIN SAVINGS	\$9,649.04	\$0.71		\$9,649
SEWER VEH SAVINGS	\$9,124.71	\$0.68		\$9,125
SNOW EQUIPMENT SAVINGS	\$5,074.06	\$0.38		\$5,074
CHECKING	\$1,341,198.41	\$96,923.65	\$81,009.92	\$1,357,112
GENERAL		\$12,072.89	\$14,094.54	
GENERAL - LOCAL OPTION		\$15,527.02		
CITY HALL PETTY CASH	\$50.00			\$50
CITY HALL CASH				
DRAWER	\$100.00			\$100
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
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				

Department Reports:

- Public Works Department – Mike McNurlen would like to put in a bid to take the small shelter at Wilson Memorial Park. The Council said that the shelter will need to be out no later than July 9, 2022. Compost pile has been busy – reminder that it is only for yard waste, not trash. Working on getting mowers ready for spring.
- Police Department – A written report was submitted. Reporting period of April 1, 2022 to April 13, 2022. There were eighteen (18) service calls/complaints and one (1) citation issued. Service Calls/Complaints: one theft, two simple assault, one vandalism, one family and children, two assist and serve, one attempt to locate, one civil dispute, one gun shot, two dog/cat/misc. animal, one traffic violation, and five domestic abuse. Citation issued: one speed/alternative enforcement.
- Wilson Memorial Library – There has been good attendance for the after-school program. The coffee program, Mondays at 10:00 a.m., has been well attended. The library will have a book sale during the Keota City Wide Garage Sales.
- Keota Historical Museum – Monthly meeting on Wednesday, April 20, 2022. They will be scheduling work sessions to prepare for their next open house on Memorial Day weekend.

The Third 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 Ordinance 2022-292: Water Use Metered. Councilman Bender 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.

First Reading of Ordinance 2022-293: Sewer Rate Increase. Sewer rates will increase to a base rate of \$65.01 as of July 2022.

First Reading of Ordinance 2022-294: Open Burning.

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 Thursdays, Fridays, and Saturdays 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.

Mayor Cansler opened citizen comments for the open burning ordinance. Residents spoke in both favor and against the ordinance. Councilman Bender stated that he appreciates those that came in to speak on the subject. He feels that this may help those that don't have the means to take their yard waste to the compost site. Councilman Conrad stated that this is a similar ordinance that Washington, Wellman, and Kalona have in place. There are positives and negatives to burning, but he thinks that it is worth trying on a trial basis. Mayor Cansler stated that it is the responsibility of himself, the Council and Officer Doug Conrad to enforce the rules and listen to the complaints.

Motion was made by Councilman Bender to waive the Second and Third Reading of Ordinance 2022-294: Open Burning. Councilwoman Imhoff 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 Ordinance 2022-294: Open Burning. Councilwoman Imhoff seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Imhoff, McDonald; Nays – Greiner; Abstain - None; Absent - None. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the contract with Iowa Economic Development Authority for the Community Catalyst and Remediation Grant for Fiddle Dee Dee (A.A. Hulse & Company Building)/Lori Hammes. 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.

Motion was made by Councilman Conrad to approve the Compensation and Maintenance Amendments to the Cloudburst9 contract. 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 Conrad to approve the building permit for 105 N. Davis Street – Commercial Building. Councilman Bender seconded the motion. Motion passed with a 4-0 vote. Councilman Greiner abstained due to conflict of interest.

Motion was made by Councilman Conrad to approve the building permit for 516 E. Lafayette Avenue – Paved Customer Parking. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the building permit for 407 S. Green Street - Sidewalk. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Bender to approve the Tobacco License for The Roost Keota, LLC. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote. Councilman Conrad abstained due to conflict of interest.

Citizen Comments: Dan Flynn asked the Council back in January about naming rights to the Keota Municipal Pool. The Council agreed to allow naming rights for the large financial donors. Jackie Murphy is the largest donor to the Keota Pool Project and will have the naming rights to the pool. River Products has been the largest donor to the Keota Splash Pad and will have naming rights to the splash pad. Kathy Davis is working on a \$5000 grant from Alliant Energy and \$5000 grant from Walmart through the Keota Pool Advocate's 501c3 for benches, chairs, and trash cans for the pool. The management of the Keota Pool between the YMCA and the City of Keota has not been discussed for a long time. Flynn wanted to know why the City is not moving forward with it. Councilman Bender has spoken to Amy Schulte at the YMCA and they are still in the process of working out an agreement. The Pool Advocates and two Councilmen will meet before the next meeting to discuss the agreement further.

Clerk/Council/Mayor Comments:

Councilman McDonald received several complaints about the apartment complex at the cemetery. There is trash blowing all over the cemetery. Photos will be taken and a letter sent to the property owner.

Councilwoman Imhoff discussed with a resident, 406 S. Iowa St., the possibility of removing the sidewalk outside her home and not replacing it. The resident is asking that the City help her remove the sidewalk and bring some fill in to level out the ground. The Council agreed to have the City remove the sidewalk and bring the fill in.

Councilman Conrad stated that he is working with City Attorney Trev Temple on some different projects. The projects are taking some time to get through.

Councilman Bender stated that he talked with Officer Conrad and some firemen. No one seems to be too worried about allowing open burning in Keota. He also stated that the Keota Fire Department is set to have their new generator at the fire station installed. The fire department will also be installing the new siren. Mayor Cansler stated that City Wide Clean Up is May 6 from 12:00 to 4:00 p.m. and May 7 from 8:00 a.m. to 12:00 p.m. It will be dumpster drop off only, there will be NO curbside pick-up.

Motion was made by Councilman Conrad to adjourn at 8:13 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, May 2, 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
MAY 2, 2022 COUNCIL MEETING
FOR PERIOD APRIL 19 - MAY 2, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,913.07	Payroll
GREINER, ASHLEY	\$62.63	Payroll
GREINER, TONIA	\$843.25	Payroll
HAMMES, TOMISHA	\$1,393.50	Payroll
HARMSSEN, MICAH	\$1,371.15	Payroll
SLAUBAUGH, KEVIN L.	\$1,581.49	Payroll
EFTPS	\$2,170.74	Employee Withholdings
IPERS	\$3,019.21	Employee Benefits
CENGAGE LEARNING	\$95.16	Library - Books
CENTER POINT LARGE PRINT	\$45.54	Library - Books
INFOMAX OFFICE SYSTEMS	\$147.36	Library - Copier Lease
MID-AMERICA PUBLISHING	\$96.00	Library - Periodicals
QUILL CORP.	\$250.48	Library - Janitorial Supplies
WAUKEE PUBLIC LIBRARY	\$11.65	Library - Program
WINDSTREAM	\$143.43	Library - Phone/Fax
MALLEY HARDWARE	\$21.68	All Dept. Supplies
H & M FARM & HOME STORE	\$59.97	Compost - Gas Cylinder/Propane Torch
MUNICIPAL SUPPLY INC	\$39.00	Water - Web Lid
WATER SOLUTIONS UNLIMITED	\$645.13	Water - Chemicals
MENARDS	\$179.60	Streets - Sealbest Pothole Patch
COX SANITATION	\$4,320.55	Garbage - Pick-Up/Bags

TOTAL. \$18,410.59

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				

RESOLUTION NO. 2022-20

A RESOLUTION APPROVING THE SALE OF ONE CEMETERY SPACE IN THE KEOTA MUNICIPAL CEMETERY.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given for the sale of one cemetery space in the Keota Municipal Cemetery. The following described spaces are now conveyed to Troy Cheney.

One Spaces Total
Lot 51
Block 7
North Space of 51

Passed and adopted this 2nd day of May, 2022.

Mayor Anthony Cansler

MOTION: _____

2ND: _____

Attest:

City Clerk Tomisha Hammes

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

RESOLUTION 2022-21

RESOLUTION SETTING A PUBLIC HEARING FOR APPROVAL OF THE FISCAL YEAR 2022 CITY OF KEOTA BUDGET AMENDMENTS.

BE IT RESOLVED, by the Keota City Council of the City of Keota, Iowa, that their approval is given to set a public hearing for Monday, May 16, 2022 at 7:00 p.m. to discuss and approve the Fiscal Year 2022 Budget Amendments.

Passed and approved this 2nd day of May, 2022.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK TOMISHA HAMMES

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