

**AGENDA**  
**KEOTA CITY COUNCIL**  
**225 E. BROADWAY AVE.**  
**June 20, 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 June 6, 2022 meeting
- b. Bills for payment
- c. May month end financials

**3. Department Reports**

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

**4. Business**

- a. Third Reading of Ordinance 2022-294: Prohibited Discharges - Solid waste, litter, animal waste and landscape waste, including significant quantities of leaves and grass clippings deposited or placed along sidewalks, street right of ways, streets, or other public property subject to runoff or otherwise discharged to the storm water system
- b. Approve Ordinance 2022-294: Prohibited Discharges
- c. Discussion/Approval of YMCA Proposal for Keota Municipal Pool Management
- d. Discussion of Utility Hook-Ups for Keota Municipal Pool
- e. Approve Resolution 2022-26: Library Wages
- f. Approve Resolution 2022-27: Library Hours
- g. Approve the Tobacco License for Keota Eagle Foods
- h. Approve change in Council Meeting date from July 4, 2022 to July 5, 2022

**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

JUNE 6, 2022

The Keota City Council met on June 6, 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. Matt Greiner arrived at 7:15 p.m. Employees present were Micah Harmsen and Tomisha Hammes. Also in attendance was Rich Klein, Lori Hammes, Karen Sypherd, Janie Westendorf, and Dan Flynn.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the May 16, 2022, meeting and payment of bills. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

CITY OF KEOTA  
JUNE 6, 2022 COUNCIL MEETING  
FOR PERIOD MAY 17 - JUNE 6, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,913.07	Payroll
GREINER, ASHLEY	\$31.31	Payroll
GREINER, TONIA	\$1,001.46	Payroll
HAMMES, TOMISHA	\$1,393.50	Payroll
HARMSSEN, MICAH	\$1,371.15	Payroll
SLAUBAUGH, KEVIN L.	\$1,581.49	Payroll
EFTPS	\$2,219.13	Employee Withholdings
IPERS	\$3,011.68	Employee Benefits
ALL AMERICAN PEST CONTROL	\$35.00	Library - Pest Control
ANDY CONRAD	\$400.00	Library - Computer Maintenance
CENTER POINT LARGE PRINT	\$125.54	Library - Books
COUNTY LINE MART LLC	\$75.00	Library - Summer Reading Program
DEMCO	\$302.57	Library - Supplies
FIDDLE DEE DEE	\$147.36	Library - Summer Reading Program
INFOMAX OFFICE SYSTEMS	\$147.36	Library - Copier Lease
NOAH'S ARK ANIMAL WORKSHOP INC	\$459.60	Library - Summer Reading Program
QUILL CORP.	\$61.69	Library - Supplies
SCHMITTY'S	\$75.00	Library - Summer Reading Program
TONI GREINER	\$60.25	Library - Mileage
WINDSTREAM	\$145.76	Library - Phone/Fax
H & M FARM AND HOME	\$27.99	Streets - Rubber Shoe Covers
BLUE CROSS BLUE SHIELD	\$9,428.57	Employee Health Benefits
USA BLUEBOOK	\$419.05	Streets - Marking Paint
TREMMEL BACKHOE SERVICE	\$300.00	Storm Drains - Clean Outs
STREICHER'S	\$254.85	Police - Marking Rounds
WINDSTREAM	\$231.24	All Dept. Phone/Fax
KAREN SYPHERD	\$77.79	Museum - Supplies
SINCLAIR TRACTOR	\$9,000.00	Streets - Payment on Skid Loader
MOORE BP AMOCO INC	\$295.00	Sewer - Truck Tow
ASHTON BUSH	\$100.00	Deposits - One Year Non-Deliq. Refund
ASHLEY REYNOLDS	\$100.00	Deposits - One Year Non-Deliq. Refund
BEN APPLEGET	\$100.00	Deposits - One Year Non-Deliq. Refund
M.WHITE LAW OFFICE, PLC	\$812.60	Legal - Legal Expenses
KEOTA SCHOOLS	\$100.00	All Dept. Yearbook Ad
IOWA ONE CALL	\$20.70	All Dept. - Locates
MENARDS	\$49.44	Streets - Marking Paint
MALLEY HARDWARE	\$44.75	All Dept. Supplies
		All Dept. Yearly Software - Vault Back-Up, Ut
BANYON DATA	\$2,689.00	Financials
KOCH OFFICE GROUP	\$211.79	All Dept. Copier Contract



Motion was made by Councilman Bender to approve Resolution 2022-23: Sale of Two Cemetery Lots to Yok and Sarin Choun. 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 Resolution 2022-24: Budget Transfers from Local Option Sales Tax to the Library Account and the Museum Account. 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 Bender to approve Resolution 2022-25: Tax Abatement for Miss Emma at 105 N. Davis Street. Councilman Conrad seconded the motion. Roll call vote: Ayes – Bender, Conrad, Imhoff, McDonald; Nays - None; Abstain – Greiner – family conflict of interest; Absent - None; Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve the Tobacco License for County Line Mart LLC. Councilwoman Imhoff 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 from voting due to family conflict of interest.

Citizen Comments: Dan Flynn stated that when people come to town it would be nice if the Council would reach out to the new residents or if there was more information readily available to the residents when they move to town.

Clerk/Council/Mayor Comments:

Councilman Bender will contact the fire department and let them know that in the future the water truck needs to be filled either by the water tower or the line in their building and not fire hydrants.

Councilwoman Imhoff stated that she would like to check into other options for garbage pick-up. She has reached out to some like size communities to see what they are doing. She will also look into other options for the City of Keota garbage pick-up. She commented that there was a lot of conversations on social media. She would like to see a quicker announcement to the public when there is a water issue. This way people know what is going on. She stated that she disagrees with the new ordinance of the lawn clippings in the road. She doesn't want to see an ordinance put in place just because one person or a couple of people are blowing grass into the road.

Councilman Greiner stated that he had received a complaint about a resident in town that is raising a hog in their garage. He asked the public works to replace the STOP sign that was vandalized on Washington Avenue. The Council will let Officer Conrad know that they want it to be put in a police report that the STOP sign was vandalized.

Mayor Cansler thanked all those that are working on putting together the Keota Fun Days celebration. The Keota Pool Project bid letting is open and bids will be due on Wednesday, June 29, 2022 by 2:00 p.m.

Motion was made by Councilman Conrad to adjourn at 8:16 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, June 20, 2022 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.\*

CITY OF KEOTA  
 JUNE 20, 2022 COUNCIL MEETING  
 FOR PERIOD JUNE 7 - JUNE 20, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$109.49	Payroll
CONRAD, DOUGLAS L.	\$1,913.07	Payroll
GREINER, ASHLEY	\$31.31	Payroll
GREINER, TONIA	\$904.11	Payroll
HAMMES, TOMISHA	\$1,393.50	Payroll
HARMSSEN, MICAH	\$1,371.15	Payroll
SLAUBAUGH, KEVIN L.	\$1,581.49	Payroll
EFTPS	\$2,205.24	Employee Withholdings
MEARDON, SUEPPEL, & DOWNER PLC	\$20.00	Museum - Legal Fees
JILL BAETSLE	\$21.39	Museum - Supplies
HUPP ELECTRIC MOTORS	\$1,876.02	Water - High Service Pump Repair
MISC ON MAIN	\$99.98	Sewer - Supplies
WINDSTREAM	\$231.50	All Dept. Phone/Fax
THE GAZETTE	\$19.60	Pool - Project Bid Advertisement
HARRIS BOYZ HEATING AND AIR	\$486.85	City Hall - Two New Thermostats and Installation
US CELLULAR	\$160.60	All Dept. Cell Phones
SCOTT WESTENDORF	\$3,833.33	Cemetery - Mowing Contract
UNITED STATES POST OFFICE	\$155.20	Water/Sewer - Water Bills
USA BLUE BOOK	\$635.89	Water/Sewer - Marking Paint
US FIRST	\$322.00	Parks - Porta Restrooms
COUNTY LINE MART	\$141.53	Police - Veh O & M
COX SANITATION	\$6,430.55	Garbage - Pick-Up/Bags
MENARDS	\$369.00	Shop - Water Heater
OLLINGER ELECTRIC	\$80.00	Park - Electrical Disconnection on Small Pavilion
MID-AMERICA PUBLISHING	\$526.68	All Dept. - Publications
WATER SOLUTIONS UNLIMITED	\$535.03	Water - Chemicals
ALL AMERICAN PEST CONTROL	\$70.00	All Dept. - Pest Control
MUNICIPAL SUPPLY INC.	\$452.85	Sewer - Repair Clamp

TOTAL \$25,867.87

May-22

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,566.53		\$24.66	\$39,591.19
LIBRARY CD 2	\$31,077.66		\$19.37	\$31,097.03
SEWER CD	\$146,245.51			\$146,245.51
SEWER VEH CD	\$20,947.46			\$20,947.46
WATER CD	\$70,682.00			\$70,682.00
WATER VEH CD	\$426.40		\$0.95	\$427.35
DARE	\$1,025.86		\$925.00	\$1,950.86
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,450.12		\$0.04	\$1,450.16
GEN FD LIBR INV	\$4,982.97		\$0.13	\$4,983.10
LIB BUILDING	\$1,305.76		\$0.03	\$1,305.79
LIB MEMORIALS	\$306.15			\$306.15
PERPETUAL CARE FUND	\$10,318.56		\$200.27	\$10,518.83
POLICE VEHICLE INV	\$27,178.84		\$1.15	\$27,179.99
PARK & CEM VEH	\$606.66		\$0.02	\$606.68
CITY HALL BLDG RPR	\$19,224.66		\$0.49	\$19,225.15
CIVIL DEFENSE FU	\$3,176.25		\$0.08	\$3,176.33
KEOTA DAYCARE	\$1,190.65		\$0.03	\$1,190.68
WILSON MEMORIAL LIB	\$17,581.03		\$0.45	\$17,581.48
T&A METER INV	\$23,681.44		\$0.60	\$23,682.04
SIDEWALK SAVINGS	\$14,532.31			\$14,532.31
WTR VEH SAVINGS	\$29,323.11			\$29,323.11
WTR TWR MAIN SAVINGS	\$9,649.75			\$9,649.75
SEWER VEH SAVINGS	\$9,125.39			\$9,125.39
SNOW EQUIPMENT SAVINGS	\$5,074.44			\$5,074.44
CHECKING	\$1,509,834.97	\$133,871.59	\$155,365.08	\$1,488,341.48
GENERAL		\$57,250.04	\$62,100.48	
GENERAL - LOCAL OPTION		\$9,133.17		
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE			\$925.00	
ROAD USE		\$5,151.35	\$4,597.13	
EMPLOYEE BENEFIT		\$4,670.65	\$1,910.17	
DEBT SERVICE		\$638.16		
CAPITAL IMPROVEMENT		\$4,785.58		
LIBRARY		\$3,541.63	\$5,388.95	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM				
WATER		\$24,670.41	\$14,937.10	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS		\$200.60		
SEWER		\$24,078.27	\$7,931.24	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,978,941.75

# **Wilson Memorial Library Board Meeting**

**June 13, 2022**

The June 13, 2022 Wilson Memorial Library Board Meeting was called to order by Vice President R. Klein at 6:00 p.m. Those in attendance were: J. Tinnes, R. Klein J. Westendorf, J. Moeller, D. Sheets, M. Brinning, D. Imhoff, C. Vincent and T. Greiner.

J. Westendorf made a motion to approve the agenda. C. Vincent seconded. Motion carried unanimously.

Public Comments: None

Unfinished Business: Set and approve new library hours. The new hours proposed are: Monday 10-6. Tuesday 10-4, Wednesday and Thursday 10-5, Closed Fridays and Saturday 8-12. D. Imhoff made a motion to approve the new library hours to begin the week of July 4, 2022, due to already having a program scheduled for Friday July 1<sup>st</sup>. D. Sheets seconded. Motion carried unanimously.

New Business: New hourly wages for Director and the staff were discussed. The Directors hourly wage will be at \$17 per hour for a 30 hour week. The assistance wages will be \$10 hourly beginning July 1, 2022. J. Tinnes made a motion to approve the new wages for staff. C. Vincent seconded. D. Imhoff abstained. Motion carried.

Other Business: New board members were discussed. 2 people have agreed to be on the board beginning July 2022. Waiting to hear from 1 other person.

President's Comments:

Motion was made by J. Westendorf to adjourn at 6:35 p.m. D. Imhoff seconded the motion. Motion carried unanimously.

The next regularly scheduled board meeting will take place on Monday, June 27, 2022 at 6:00 p.m.

Keota Museum Board met on Wednesday, June 15, 2022 at the Keota Historical Museum. The meeting was called to order by President Karen Sypherd. Those present were: Karen Sypherd, Wanda Baumert, Jill Baetsle, Dan Flynn, Jeri Klein, John Greiner and Brett Romoser.

The Minutes of the previous meeting on May 18, 2022 were read and approved.

Treasurer Report –Jill submitted two bills, one for the law firm who filed the Certificate of Organization for the Museum (\$20), and one for museum supplies (\$21.39), both totaling \$41.39. Jeri made a motion to reimburse Jill for these expenses, second by Wanda. Motion passed.

Old Business – The foreign exchange students from the Republic of Georgia visited the Museum on Friday, June 10. An open house was held Saturday, June 11 during Fun Days. It was estimated approximately 177 people attended. The Flander family visited the Museum on Sunday, June 12. The EE Neal and Singmaster Displays have been updated. Display cases were bought, along with mannequin heads and an open sign. The bill has not been received for payment yet. Sesquicentennial plans and ideas were discussed.

New Business – Wanda Baumert submitted her board resignation. We will begin finding her replacement. Wanda made a motion to keep the current slate of officers, second by John. Motion passed. Karen Sypherd is President, Dan Flynn is Vice President, John Greiner is Treasurer, and Jill Baetsle is Secretary. Back to School Night in August was discussed.

Our next regular board meeting is scheduled for Wednesday, July 20, 2022 at 6:30 pm.

Jill made a motion to adjourn the meeting, second by John. Meeting adjourned.

Respectfully submitted,

Jill Baetsle, Secretary

Ordinance No. 2022-294

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 7, Section 3-6 is added and adopted:

**6-7-3(6)**

6. Solid waste, litter, animal waste and landscape waste, including significant quantities of leaves and grass clippings deposited or placed along sidewalks, street right of ways or other public property subject to runoff or otherwise discharged to the storm water system.

**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.

\_\_\_\_\_  
ANTHONY CANSLER, MAYOR

1<sup>st</sup> Reading: May 16, 2022  
2<sup>nd</sup> Reading: June 6, 2022  
3<sup>rd</sup> Reading: June 20, 2022

ATTEST:

\_\_\_\_\_  
TOMISHA HAMMES, CITY CLERK

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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

**RESOLUTION NO. 2022-26**

**RESOLUTION APPROVING THE COMPENSATION FOR BUDGET YEAR  
2022-2023**

**WHEREAS**, The City Council of Keota, Iowa, has discussed and agreed to set the pay compensation for the following employee as follows for July 1, 2022 to June 30, 2023:

TONIA GREINER - \$17.00 PER HOUR  
LIBRARY ASSISTANT WAGES - \$10.00 PER HOUR

**BE IT THEREFORE RESOLVED**, that the City Council of Keota, Iowa, approves the following list of pay compensation for the 2022-2023 budget year.

**PASSED AND APPROVED** this 20<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
ANTHONY CANSLER, MAYOR

ATTEST:

\_\_\_\_\_  
TOMISHA HAMMES, CITY CLERK

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

**RESOLUTION NO. 2022-27**

**RESOLUTION APPROVING THE NEW WILSON MEMORIAL LIBRARY HOURS**

**WHEREAS**, The City Council of Keota, Iowa, has discussed and agreed to set the Wilson Memorial Library hours starting July 4, 2022:

Mondays: 10:00 a.m. to 6:00 p.m.  
Tuesdays: 10:00 a.m. to 4:00 p.m.  
Wednesdays: 10:00 to 5:00 p.m.  
Thursdays: 10:00 to 5:00 p.m.  
Fridays: CLOSED  
Saturday: 8:00 a.m. to 12:00 p.m.

**BE IT THEREFORE RESOLVED**, that the City Council of Keota, Iowa, approves the new Wilson Memorial Library hours of operation.

**PASSED AND APPROVED** this 20<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
ANTHONY CANSLER, MAYOR

ATTEST:

\_\_\_\_\_  
TOMISHA HAMMES, CITY CLERK

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