

**AGENDA  
KEOTA CITY COUNCIL  
225 E. BROADWAY AVE.  
July 25, 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 July 5, 2022 meeting
- b. Bills for payment
- c. June month end financials

**3. Department Reports**

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

**4. Business**

- a. Approve Resolution 2022-31: WCRF Grant – Library Roof
- b. Discussion/Approval of Museum Board Removing Temporary Wall in Vault for Singmaster Display Expansion
- c. Approve Liquor License for Keota Eagle Foods
- d. Discussion of Keota Municipal Pool Project
- e. Discussion/Potential Vote for City of Keota Funds to go Towards the Keota Municipal Pool Project
- f. Discussion/Potential Vote for Spectra Build Bid

**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

JULY 5, 2022

The Keota City Council met on July 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, and Heath McDonald. Matt Greiner arrived at 7:28 p.m. Employees present were Micah Harmsen, Toni Greiner, and Tomisha Hammes. Also in attendance was Karen Sypherd, Dan Flynn, and Nick Beinhardt.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the June 20, 2022, meeting and payment of bills. Councilman Bender seconded the motion. Motion passed with a 4-0 vote.

**CITY OF KEOTA  
JULY 5, 2022 COUNCIL MEETING  
FOR PERIOD JUNE 21 - JULY 5, 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
HARMSEN, MICAH	\$1,371.15	Payroll
SLAUBAUGH, KEVIN L.	\$1,581.49	Payroll
EFTPS	\$2,251.21	Employee Withholdings
IPERS	\$3,047.59	Employee Benefits
ALL AMERICAN PEST CONTROL	\$35.00	Library - Pest Control
BLANK PARK ZOO	\$168.80	Library - Program
CENGAGE LEARNING	\$718.19	Library - Books
CENTER POINT LARGE PRINT	\$1,042.43	Library - Books
DIVISION OF LABOR - ELEVATOR SAFETY	\$165.00	Library - Elevator Inspection
GARY YOUNG	\$95.00	Library - Yard Work
INFOMAX OFFICE SYSTEMS	\$147.36	Library - Copier Lease
MARGARET BRINNING	\$17.16	Library - Programs
NATIONAL GEOGRAPHIC	\$49.00	Library - Periodicals
QUILL CORP.	\$750.62	Library - Supplies
TONI GREINER	\$52.65	Library - Mileage
WINDSTREAM	\$144.73	Library - Phone/Fax
IOWA DEPT. OF REVENUE	\$2,152.12	2nd Quarter Employee Iowa Tax Withh
IOWA DEPT. OF REVENUE	\$5,980.94	2nd Quarter Sales Tax
IOWA DEPT. OF REVENUE	\$7,000.62	2nd Quarter Water Excise Tax
MALLEY HARDWARE	\$85.40	All Dept. Supplies
KEOTA EAGLE FOODS	\$69.70	All Dept. Janitorial Supplies
STEW HANSEN DODGE CITY	\$34,678.00	Police - New Police Truck
ION ENVIRONMENTAL SOLUTIONS	\$4,742.87	Water/Sewer - Contracted Services for Conditioners
IOWA ONE CALL	\$160.20	Water/Sewer - Locates Fire Department - Fire Protection/Agree
KEOTA FIRE DEPARTMENT	\$18,007.76	Contribution
USA BLUEBOOK	\$127.90	Water/Sewer - Marking Paint
ALLIANT ENERGY	\$9,447.27	All Dept. Gas/Electric
HARRIS BOYZ HEATING AND AIR	\$135.00	City Hall - Air Conditioner Repair

LL PELLING	\$53,791.20	Streets - Seal Coat
HICKENBOTTOM INC.	\$246.82	Sewer - PVC Pipe/Couplings
DEARBORN GROUP	\$93.60	Employee Life Insurance
DAN'S OVERHEAD DOORS	\$990.40	Shop - Door Repairs
		Streets/Postage/City Hall - Mobile Pain
FIRST NATIONAL BANK	\$312.51	Marker/Postage/Funeral Flowers
FIRST NATIONAL BANK	\$368.84	Library - Books/Supplies/Programs
KEOTA UNLIMITED	\$10,000.00	KeWash Trailhead Concrete Reimburs
ANDY ROMOSER	\$398.06	Police - Station Door Installation Labor/
NATE TRIER	\$105.00	Police - Station Door Installation Labor
VERIZON	\$40.01	Police - Hot Spot
HENDERSON PLUMBING	\$194.79	Shop - Water Heater
		All Dept. Portable Restrooms - Fun Day
US FIRST LLC	\$638.98	Trailhead
IOWA DEPT. OF NATURAL RESOURCES	\$98.80	Water - Annual Public Water Supply Fe
US CELLULAR	\$160.60	All Dept. Cell Phones

**TOTAL \$165,906.76**

Department Reports:

-Public Works Department – All the boring machines are done in town. There are a few clean-up crews still in town for the fiber optic. Tremmel will be in town later this week for the water leak at the entrance to the cemetery.

-Police Department – A written report was submitted. Reporting period of June 1 through June 30, 2022. There were twenty-nine (29) service calls/complaints and thirty-three (33) citation issued. Service Calls/Complaints: two burglary, two simple assault, two family and children, four disorderly conduct, three trespass, one other criminal violations, one suspicion, two suicide/statements, one mental, one traffic accident, one accident (other), one misc. complaint, two dog/cat/misc. animal, one livestock, three harassment, one scam and one parking. Citation issued: twenty-eight juvenile vehicle burglary, two juvenile burglary 3<sup>rd</sup> class D felony, two speed/alternative enforcement, and one dog at large/municipal infraction.

-Wilson Memorial Library – Last week there were a couple craft days and the Washington County Conservation also came to the library to do a program. Programs will be done this week, but the Summer Reading Program will continue. The library will meet on Monday, July 25 at 6:00 p.m.

-Keota Historical Museum – New acquisitions came in. There have been requests for private family tours. Wednesday, July 20 will be the next Museum Board meeting.

Motion was made by Councilman Conrad to approve the meeting date change from July 18 to July 25 due to the Washington County Fair. Councilwoman Imhoff seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Bender to approve Resolution 2022-28: Destroy certain records of the City of Keota, Iowa in accordance with section 372.13(5) of the Iowa Code. 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 Bender to approve Resolution 2022-29: Wilson Memorial Library Board Members – Mary Vittetoe, Norma Richardson, and Joy Lyle. Councilman Conrad 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 Resolution 2022-30: Transfer Budgeted Funds for the new Police Truck. Councilwoman Imhoff 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 moving forward with Spectra Build to the next phase of Value Engineering per Patrick Eagan's recommendation for the Keota Pool Project. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilman Conrad to approve the B & B Builders Roof Proposal for a new roof for Wilson Memorial Library. Councilwoman Imhoff seconded the motion. Motion passed with a 4-0 vote.

Discussion - Keota Ball Association Request to Donate Lights from Little Field at Wilson Park to the Keota School District for the Softball Field. Motion was made by Councilman Bender to table this item until the next meeting. Councilman Conrad seconded the motion. Motion passed with a 4-0 vote.

Citizen Comments: No comments.

Clerk/Council/Mayor Comments:

City Clerk – Asked if the Council and Pool Advocates should each write a letter to the Washington County Riverboat Foundation giving an update on the pool project for the grant. Commented that if the small field at Wilson Park is no longer going to be used, could we take the fencing from the old pool to fence in the rest of the field to make a dog park.

Councilman McDonald – Stated that he did a drive around. There have been some properties that have cleaned up in town from our list. There were a few Facebook complaints, but overall 4<sup>th</sup> of July went well.

Councilwoman Imhoff – She was wondering if the City could discuss narrowing down the days that they are allowed to do fireworks in the future.

Motion was made by Councilman Conrad to adjourn at 8:03 p.m. Councilman Bender seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, July 25, 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  
 JULY 25, 2022 COUNCIL MEETING  
 FOR PERIOD JULY 6 - JULY 25, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$13.04	Payroll
CANSLER, ANTHONY	\$404.04	Payroll
CONRAD, DOUGLAS L.	\$1,997.87	Payroll
GREINER, ASHLEY	\$34.79	Payroll
GREINER, TONIA	\$939.36	Payroll
HAMMES, TOMISHA	\$1,507.15	Payroll
HARMSSEN, MICAH	\$1,400.30	Payroll
SLAUBAUGH, KEVIN L.	\$1,650.66	Payroll
EFTPS	\$2,394.64	Employee Withholdings
DOUG CONRAD	\$1,700.00	Dare Account Withdraw - Adventureland Tickets/Food for DARE
B & B BUILDERS	\$978.00	Library - Roof Replacement Down Payment
MENARDS	\$179.50	Streets - STOP Sign Replacement
ARNOLD MOTOR SUPPLY	\$255.06	Water - Stickers Removal from Police Truck/Repairs
KELTEK INC.	\$5,689.80	Police - New Truck Police Package
SCHUMACHER ELEVATOR COMPANY	\$525.00	Library - Elevator Annual Safety Test
WELLMARK BLUE CROSS BLUE SHIELD	\$6,142.08	Employee Health Benefits
WINDSTREAM	\$235.86	All Dept. - Phone/Fax
FARMERS COOPERATIVE ASSN.	\$1,460.12	All Dept. - Veh. O & M
DARIN OTTERERG	\$61.19	Water/Sewer - Deposit Refund Finalized Bill
COX SANITATION	\$4,830.55	Garbage - Pick-Up/Bags
QUILL	\$174.18	All Dept. Office Supplies
UNITED STATES POST OFFICE	\$170.72	Water/Sewer - Water Bills Postage
SCOTT WESTENDORF	\$3,833.33	Cemetery - Mowing Contract
MID-AMERICA PUBLISHING	\$455.14	All Dept. Publications
RIVER PRODUCTS	\$475.29	Water/Sewer - Main Break Repairs
TREMMELE BACK HOE SERVICE	\$420.00	Water - Water Line Repair
ONE DESIGN & ENGINEERING	\$54,717.75	Pool - Pool Project Engineering & Design Fees
MC SMALL ENGINES LLC	\$64.62	Parks - Mower Filters
CARGILL	\$3,085.75	Water - Salt
BOB PRESTON	\$100.00	Deposit - Refund 1 Year Non-Deliq. Payments
NICKOLE KNEPPER	\$100.00	Deposit - Refund 1 Year Non-Deliq. Payments
BRENT LINDEMAN	\$100.00	Deposit - Refund 1 Year Non-Deliq. Payments
TOM MESSENGER	\$11.19	Deposit - Final Billing Refund
DAN FLYNN	\$350.00	Museum - Supplies
KAREN SYPHERD	\$365.00	Museum - Supplies

TOTAL \$96,404.90

Jun-22

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,591.19			\$39,591.19
LIBRARY CD 2	\$31,097.03			\$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	\$427.35			\$427.35
DARE	\$1,950.86		\$1,700.00	\$250.86
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,450.16	\$0.04		\$1,450.20
GEN FD LIBR INV	\$4,983.10	\$0.14		\$4,983.24
LIB BUILDING	\$1,305.79	\$0.04		\$1,305.83
LIB MEMORIALS	\$306.15	\$0.03		\$306.18
PERPETUAL CARE FUND	\$10,518.83	\$400.31		\$10,919.14
POLICE VEHICLE INV	\$27,179.99	\$4.10		\$27,184.09
PARK & CEM VEH	\$606.68	\$0.02		\$606.70
CITY HALL BLDG RPR	\$19,225.15	\$0.56		\$19,225.71
CIVIL DEFENSE FU	\$3,176.33	\$0.09		\$3,176.42
KEOTA DAYCARE	\$1,190.68	\$0.03		\$1,190.71
WILSON MEMORIAL LIB	\$17,581.48	\$0.51		\$17,581.99
T&A METER INV	\$23,682.04	\$0.69		\$23,682.73
SIDEWALK SAVINGS	\$14,532.31	\$1.15		\$14,533.46
WTR VEH SAVINGS	\$29,323.11	\$2.32		\$29,325.43
WTR TWR MAIN SAVINGS	\$9,649.75	\$0.76		\$9,650.51
SEWER VEH SAVINGS	\$9,125.39	\$0.72		\$9,126.11
SNOW EQUIPMENT SAVINGS	\$5,074.44	\$0.40		\$5,074.84
CHECKING	\$1,488,341.48	\$85,351.67	\$413,290.76	\$1,160,402.39
GENERAL		\$7,701.10	\$34,426.86	
GENERAL - LOCAL OPTION		\$9,133.17	\$30,630.00	
CITY HALL PETTY CASH	\$50.00			\$50.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE			\$1,700.00	
ROAD USE		\$15,729.60	\$6,427.94	
EMPLOYEE BENEFIT		\$964.16	\$15,537.20	
DEBT SERVICE		\$131.73		
CAPITAL IMPROVEMENT		\$987.88		
LIBRARY		\$25,209.32	\$6,566.34	
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM		\$5,500.00	\$119.18	
WATER		\$25,700.79	\$32,887.13	
CP. WTR. TRTMNT. PLANT			\$28,238.75	
CP. WTR. TOWER			\$51,573.75	
CP. WTR. MAIN DAVIS ST			\$14,743.75	
CP. WTR MAIN BROAD/DAVIS			\$10,420.00	
UTILITY DEPOSITS		\$200.00	\$300.00	
SEWER		\$24,724.13	\$17,021.69	
SEWER EXT-BROADWAY			\$11,788.00	
SEWER PLANT UPGRADE			\$189,739.70	
TOTAL				\$1,649,714.57

Keota Museum Board met on Wednesday, July 20, 2022 at the Keota Historical Museum. The meeting was called to order by President Karen Sypherd. Those present were: Karen Sypherd, Jill Baetsle, Dan Flynn, Jeri Klein, John Greiner, Brett Romoser, and Wanda Baumert.

The Minutes of the previous meeting on June 15, 2022 were read and approved.

Treasurer Report –Checks totaling \$320 will be deposited into our account. Dan submitted a bill in the sum of \$300 for mannequins purchased. Karen submitted a bill in the sum of \$365 for a display cabinet, open sign, and mannequin heads. Jeri made a motion to reimburse Dan in the sum of \$350 and Karen in the sum of \$365, second by Wanda. Motion passed.

Old Business – Discussion was held to take out the north wall in the vault to expand on the Singmaster artifacts. This proposal will be taken to the City Council for their approval at their next meeting. Sesquicentennial Updates- the Museum will be sponsoring a pie contest on Thursday of the Celebration. There will be an entry fee. Prizes for first, second and third place will be awarded. Jill made a motion for Brett to begin looking into ribbons to be awarded to the participants, second by Dan. Motion passed.

New Business – Back to school night will be Wednesday, August 24. We will have a display in the school lobby. Discussion of a new member will be tabled until the August meeting. A work meeting will be held on Saturday, August 6.

Our next regular board meeting is scheduled for Wednesday, August 17, 2022 at 6:30 pm.

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

Respectfully submitted,

Jill Baetsle, Secretary

**RESOLUTION NO. 2022-31**

A RESOLUTION OF THE KEOTA, IOWA, CITY COUNCIL APPROVING THE APPLICATION FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE WASHINGTON COUNTY RIVERBOAT FOUNDATION.

WHEREAS, the Washington County Riverboat Foundation has grant funds available that target Community Development and Beautification, Economic Development, Arts and Education, Human and Social Needs, and

WHEREAS, the City of Keota is supportive of these targets for improvement to the community and County, and

WHEREAS, application from the City of Keota, and/or from organizations with projects that will take place on municipal property, will be submitted to the Washington County Riverboat Foundation by the August 25, 2022 deadline,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Keota, Iowa, that the City of Keota authorizes the following grant application to be submitted to the Washington County Riverboat Foundation Fall 2022 application cycle:

1. Wilson Memorial Library – New Roof

Passed and adopted this 25<sup>th</sup> day of July, 2022.

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Mayor Anthony Cansler

Attest:

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City Clerk Tomisha Hammes

<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>				