

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. Broadway Ave.
August 1, 2022
6:00 P.M.**

- 1. Roll Call**
- 2. Work Session**
 - a. Discussion Wilson Memorial Library**
- 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**

**AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
August 1, 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 25, 2022 meeting

3. Department Reports

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

4. Business

- a. Mayoral Proclamation of Yok Choun Day June 7
- b. Discussion/Approval of Donating Small Ball Field Lights to the Keota School District
- c. Resolution 2022-32: Approve Pool Project Bid from Spectra Build
- d. Approve Payment of Bills

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 25, 2022

The Keota City Council met on July 25, 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: 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, Jim Tinnes, Nick Mahan, Nick Beinhart, Jane Flander, Chris Flander, Lori Hammes, Jane Westendorf, James Wallington, Bill Miller, Mary Lou Miller, Necole Miller, Robyn Morgan, Karen Sypherd, Blaine Dopler, Craig Wiggins, Linda Werger, Sue McDonald, Ron Northup, Cindy Detweiler, Chad Greiner, Brian – Ion Environmental Solutions, Kathy Davis, Albert McCurry, and Patrick Eagen – One Design & Engineering via Zoom.

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

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
HARMSEN, 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 Tick
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/
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
TREMMEL BACK HOE SERVICE	\$420.00	Water - Water Line Repair
ONE DESIGN & ENGINEERING	\$54,717.75	Pool - Pool Project Engineering & Design Fee
MC SMALL ENGINES LLC	\$64.62	Parks - Mower Filters
CARGILL	\$3,085.75	Water - Salt
NICKOLE KNEPPER	\$100.00	Deposit - Refund 1 Year Non-Deliq. Payment
BRENT LINDEMAN	\$100.00	Deposit - Refund 1 Year Non-Deliq. Payment
TOM MESSENGER	\$11.19	Deposit - Final Billing Refund
DAN FLYNN	\$350.00	Museum - Supplies
KAREN SYPHERD	\$365.00	Museum - Supplies

METERING & TECHNOLOGY SOLUTIONS	\$50,334.83	Water - New Water Meters - American Rescu
IOWA ONE CALL	\$264.60	Water/Sewer - Locates
WATER SOLUTIONS UNLIMITED	\$1,286.10	Water - Chemicals
LYLE INSURANCE AGENCY	\$1,174.00	Insurance - Update in Policy for New Police T

TOTAL \$149,364.43

Jun-22

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,591.19			\$39,591
LIBRARY CD 2	\$31,097.03			\$31,097
SEWER CD	\$146,245.51			\$146,245
SEWER VEH CD	\$20,947.46			\$20,947
WATER CD	\$70,682.00			\$70,682
WATER VEH CD	\$427.35			\$427
DARE	\$1,950.86		\$1,700.00	\$250
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,450.16	\$0.04		\$1,450
GEN FD LIBR INV	\$4,983.10	\$0.14		\$4,983
LIB BUILDING	\$1,305.79	\$0.04		\$1,305
LIB MEMORIALS	\$306.15	\$0.03		\$306
PERPETUAL CARE FUND	\$10,518.83	\$400.31		\$10,919
POLICE VEHICLE INV	\$27,179.99	\$4.10		\$27,184
PARK & CEM VEH	\$606.68	\$0.02		\$606
CITY HALL BLDG RPR	\$19,225.15	\$0.56		\$19,225
CIVIL DEFENSE FU	\$3,176.33	\$0.09		\$3,176
KEOTA DAYCARE	\$1,190.68	\$0.03		\$1,190
WILSON MEMORIAL LIB	\$17,581.48	\$0.51		\$17,581
T&A METER INV	\$23,682.04	\$0.69		\$23,682
SIDEWALK SAVINGS	\$14,532.31	\$1.15		\$14,533
WTR VEH SAVINGS	\$29,323.11	\$2.32		\$29,325
WTR TWR MAIN SAVINGS	\$9,649.75	\$0.76		\$9,650
SEWER VEH SAVINGS	\$9,125.39	\$0.72		\$9,126
SNOW EQUIPMENT SAVINGS	\$5,074.44	\$0.40		\$5,074
CHECKING	\$1,488,341.48	\$85,351.67	\$413,290.76	\$1,160,402
GENERAL		\$7,701.10	\$34,426.86	
GENERAL - LOCAL				
OPTION		\$9,133.17	\$30,630.00	
CITY HALL PETTY CASH	\$50.00			\$50
CITY HALL CASH DRAWER	\$100.00			\$100
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
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

Department Reports:

-Public Works Department – New water meters came in today. They will try to start to install those once the software is up and running. Snow plow is at Richland to do the warranty work. Maintenance work being done on the snow spreader. Old police truck for water department– transferring items from old water department truck to new truck. Councilwoman Imhoff stated that there are rumble strips on the west end of Lafayette Avenue. Asked if there was a way to fix it. The guys put gravel on it and tried to smooth it over. Traffic driving over it and a good rain should help to smooth it out. Brian, Ion Environmental Solutions – Evoqua should be here the week of August 15. The new motor for HSP 1 has not arrived yet. There will be a new chlorine injection point added at the water plant. Another diffuser blew off in lagoon 1. They have contacted Waggoner Solutions to come fix it. They plan to change the oil in all three blowers in August.

-Police Department – A written report was submitted. Reporting period of July 1 through July 17, 2022. There were eight (8) service calls/complaints and five (5) citation issued. Service Calls/Complaints: one assault, two burglary, one other criminal violations, one suicide/statement, one misc. complaint, one dog/cat/misc. animal, and one traffic violation. Citation issued: one burglary 1st degree class “B” felony, one burglary 2nd degree class “C” felony, one domestic abuse simple misdemeanor, one dog at large, and one speed/alternative enforcement.

-Wilson Memorial Library – Good attendance on Coffee Mondays. Final week for the summer reading program at the library. Asked the Council about what they wanted to do with the copier machine. They asked Toni to look into breaking the contract with Infomax and looking into a new copier for the library to purchase.

-Keota Historical Museum – Work meeting on August 6.

Motion was made by Councilwoman Imhoff to approve Resolution 2022-31: Washington County Riverboat Foundation Grant – Wilson Memorial Library Roof. Councilman McDonald seconded the motion. Roll Call Vote: Ayes – Conrad, Imhoff, Greiner, McDonald; Nays –None; Absent – Bender. Motion passed with a 4-0 vote.

Discussion of the Museum Board taking down the temporary wall in the vault to extend the Singmaster Display. There is a temporary wall that is in the vault that divided the room allowing for storage. They would like to remove the wall to expand the Singmaster Display.

Motion was made by Councilman Conrad to approve the Museum Board taking down the temporary wall in the vault to expand the Singmaster Display. Councilman Greiner seconded. Motion passed with a 4-0 vote.

Motion was made by Councilman Greiner to approve the Keota Eagle Foods Liquor License. Councilwoman Imhoff seconded the motion. Motion passed with a 4-0 vote.

Discussion of the Keota Municipal Pool Project. The Mayor stated that the City would need firm numbers for a bid that includes everything for the pool project and firm financials from the Pool Advocates. The Council needs to know the total all in cost of the project and the total amounts that the Pool Advocates have in the bank to pay for the project. Councilman Greiner stated that there are a few items that are missing from the bid that the City would like included. The utility hook-up fees from Alliant, the public works employees will get the water and sewer costs estimate by Tremmel

Back Hoe Service, concession equipment, splash pad items, etc. He went on to state that he appreciates all the work that the Pool Advocates have done. Mayor Cansler stated that the City can't sign a contract that is open ended with no amounts. The bid needs to be turned in by Thursday, July 28 to present to the Council at the Monday, August 1 meeting. Nick Beinhart submitted an email addressing some of the questions that the Council had. There is a list of grants that the Pool Advocates want to apply for. They are to have the information submitted to the clerk before Friday, July 29 to have on the agenda for the August 1 meeting for approval.

Discussion of the City of Keota Funds going towards the Keota Municipal Pool Project. Councilman Greiner stated that right now the City of Keota does not have the funds to help build the pool. He is not a fan of raising taxes, but he is a fan of beautifying this town. We haven't been raising taxes and we should have been doing this at a slow pace to be able to do improvements in town. The Council would like to hear from the citizens of different projects they would like to see done. This way at budget season, the Council can start to budget money to go towards different projects. He encourages the residents to come forward with some different ideas of what they would like to see improved in Keota that would at least give the Council ideas of what to work towards. Councilwoman Imhoff stated that she is not in favor of raising taxes and feels it is better for the community if the government stays out of the projects. That allows residents to decide for themselves if they want to contribute to certain projects. We have already put a burden on the taxpayers by having the City's hand forced to build a new sewer plant. She doesn't want to put any more burden on the taxpayers of this community. Her final comment was that we as a Council need to be mindful of the residents of our community.

Motion was made by Councilman Conrad to approve that no additional City of Keota Funds going towards the Keota Municipal Pool Project other than what was already budgeted for the pool which included the equipment for the concession stand, utility hook-ups, management fees to run the pool, and maintenance/upkeep of pool and property. Councilman Greiner seconded the motion. Ayes – Conrad, Imhoff, Greiner, McDonald; Nays- None; Absent – Bender. Motion passed with a 4-0 vote.

Discussion of Spectra Build Bid. Blaine Dopler will get an itemized bid to the City by Thursday, July 28, 2022 allowing the Council to review the bid prior to the meeting on Monday. This would include the full package breakdown of what the whole project costs will be. Blaine Dopler stated that he has been working with some local subcontractors to see where costs can be cut to lower the bid total. The Mayor requested that the items that the City is responsible for be itemized so that the City can be transparent with the community on what the cost of the project is and what the Council had approved to be paid by the City of Keota.

Motion was made by Councilman Conrad to approve Spectra Build as the Contractor for the Keota Pool Project. Councilman Greiner seconded the motion. Roll Call – Ayes – Conrad, Imhoff, Greiner, McDonald; Nays – None; Absent – Bender. Motion passed with a 4-0 vote.

Citizen Comments:

Craig Wiggins asked how much cash the Pool Advocates have in the bank. The Mayor stated that according to their email they currently they have roughly \$1.5 million of cash in the bank. The 501c3 will submit a letter stating that they have the remaining fund available to pay for the project.

Nick Mahan requested that the Council review and reassess shortening the fireworks to July 3 and July 4 only. He will have letters from residents in regards to this item. He went on to say that he has come to the Council multiple times asking to have the small park across from the library updated.

Albert McCurry stated that any projects put in motion have repercussions.

Mary Lou Miller stated that we need to look at things such as a daycare, a community clinic, and help out the QRS that people can use year round.

Bill Miller asked about the YMCA running the pool. Councilman Conrad stated that the City is currently in negotiations with the YMCA to run the pool.

Clerk/Council/Mayor Comments:

City clerk – Cox Sanitation is planning on switching over from bags to tags in September. Bags will still be available for purchase until they have sold them all. Chad Greiner sent in a letter requesting that June 7 be name Yok Choun Day. The Mayor requested that a Proclamation be put on the agenda for the next meeting regarding this request.

Councilman Greiner stated that the library board has requested a joint work session with the Council and Library Board. Work session will be set for Monday, August 1 at 6:00 p.m. at the Keota City Hall prior to the regular meeting. He thanked everyone for coming to the meeting.

Councilwoman Imhoff thanked everyone for coming to the meeting. She also thanked the Council. There were a number of phone calls and work that has gone into getting information and clarification on items that have come up in the last week in regards to the pool project. They are all trying to make the right decision for the majority of the residents.

Councilman Conrad stated that he will touch base with Patrick Eagen and Blaine Dopler to get the bid ready for Thursday, July 28, 2022.

Mayor Cansler stated that there are things that we can do as a Council to improve the community. He thanked all those that have put in work to improve the community. There has been great progress over the last 10 years.

Motion was made by Councilman Conrad to adjourn at 8:23 p.m. Councilman Greiner seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, August 1, 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
AUGUST 1, 2022 COUNCIL MEETING
FOR PERIOD JULY 26 - AUGUST 1, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,997.87	Payroll
GREINER, ASHLEY	\$104.29	Payroll
GREINER, TONIA	\$855.92	Payroll
HAMMES, TOMISHA	\$1,507.15	Payroll
HARMSSEN, MICAH	\$1,400.30	Payroll
SLAUBAUGH, KEVIN L.	\$1,650.66	Payroll
EFTPS	\$2,309.24	Employee Withholdings
IPERS	\$3,155.93	Employee Benefits
ALL AMERICAN PEST CONTROL	\$35.00	Library - Pest Control
CENGAGE LEARNING	\$144.71	Library - Books
CENTER POINT LARGE PRINT	\$45.54	Library - Books
INFORMAX OFFICE SYSTEMS	\$172.03	Library - Copier Lease
KEOTA EAGLE FOODS	\$36.92	Library - Janitorial Supplies/Meetings
WINDSTREAM	\$148.46	Library - Phone/Fax
GRAFIX SHOPPE	\$590.55	Police - Truck Decals
IOWA DNR	\$210.00	Sewer - National Pollutant Discharge Elimination Systems Annual Fee
ALLIANT ENERGY	\$8,951.50	All Dept. Gas/Electric
ACE AUTO RECYCLERS	\$165.00	Water - Truck Front Console
WATER ODESSEY	\$101,358.00	Pool - Splash Pad Package

TOTAL \$124,839.07

RESOLUTION 2022-32

A RESOLUTION APPROVING THE CONTRACT FOR 'LOWEST RESPONSIVE BIDDER' FOR THE KEOTA MUNICIPAL POOL PROJECT, FOR THE CITY OF KEOTA, IOWA.

BE IT RESOLVED by the City Council of the City of Keota, Iowa, that their approval is now given to award Spectra Build as the Lowest Responsive Bidder for the Keota Municipal Pool Project.

WHEREUPON, Resolution 2022-32 is passed and approved this 1st day of August, 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				