

**AGENDA**  
**KEOTA CITY COUNCIL**  
**225 E. BROADWAY AVE.**  
**August 15, 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 August 1, 2022 meeting
- b. Bills for payment
- c. July 2022 month end financials

**3. Department Reports**

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

**4. Business**

- a. Resolution 2022-33: Washington County Riverboat Foundation Grant for Keota Pool and Aquatic Foundation
- b. Potential Approval Resolution 2022-34: AIA Contract between City of Keota and Spectra Build
- c. Approve Building Permit for 114 N. Fulton Street – Sidewalk Repair
- d. Approve Change of Date for first Meeting in September due to Labor Day
- e. Approve Halloween for Monday, October 31
  1. Business District from after school until 5:00 p.m.
  2. Residential District from 5:00 to 7:00 p.m.
- f. Approve Fall City Wide Clean-Up Days – Dumpsters Not Curbside – October 14/15

**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

AUGUST 1, 2022

The Keota City Council met on August 1, 2022 at the Keota City Hall. The work session was called to order at 6:00 p.m. by Mayor Anthony Cansler.

Council members answering roll call were: Mike Bender, Keith Conrad, Danielle Imhoff, Matt Greiner and Heath McDonald. City Employees present were Toni Greiner and Tomisha Hammes. Also in attendance was the Wilson Memorial Library Board members Norma Richardson, Margaret Brinning, Janie Westendorf, Mary Vittetoe, Jim Tinnnes, Diana Sheets, and Joy Lyle.

Discussion with Wilson Memorial Library Board. Janie Westendorf stated that with three new board members on the library board it would be nice to have a breakdown of the job of the City Council in relation to the library. The Council sets how much money the library gets from the city budget, appoints the library board, and maintains the library's grounds and building. Councilwoman Imhoff stated that there are libraries that have Friends of the Library established that can help them out financially. Joy Lyle asked how the budget is figured out for the library. Councilwoman Imhoff stated that the Council looks at area libraries from like size communities. They then compare what those cities budget for their libraries in comparison to what Keota budgets. The City of Keota was almost double per capita compared to other like size communities. Every year the library has to do an annual survey of items such as circulation, programs, budget, and patronage. The Council also based their information off these reports and numbers when determining how much money to give to the library. Jane Westendorf stated that she would like to see the library turn into more of a community center. With three new members, maybe now is the time to bring in new ideas of thinking outside the box and not just checking out books. Mayor Cansler recommended offering classes on technology for different groups of people. They have a 3-D printer, but they are having issues with it. Joy Lyle recommended contacting the school to see if the school's IT person could maybe help out with it and allow the school to use it as well. Councilman Greiner recommended reaching out to the school to see if classes could use the library. Look into having classes walk down to the library for different programs. Toni Greiner stated that she has reached out to the school in the past with no luck in adding in school programs. Councilman Conrad recommended reaching out to the local extension office for assistance in different programming ideas. Partner with the Pool Advocates to work out a reading program with the incentive of getting pool passes. Toni Greiner stated that a lot of libraries have pool parties at the end of the reading programs, so she would like to look into doing that when the new pool gets built. Janie Westendorf asked what the Council is planning to do with the budget next year. Are they planning on cutting their budget more or will it stay the same. The Mayor stated that it is too early at this time to determine what the Council plans to do for the next fiscal year. Councilwoman Imhoff asked if the foot traffic has gone down since the change in hours. Toni Greiner stated that Saturday was tremendously higher than it has been in the past.

Motion was made by Councilman Conrad adjourn the work session at 6:50 p.m. Councilwoman Imhoff seconded the motion. Motion passed with a 5-0 vote.

The regular 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, Matt Greiner, and Heath McDonald. City Employees present were Micah Harmsen, Toni Greiner and Tomisha Hammes. Also in attendance was Blaine Dopler, Karen Sypherd, Sheila Horras, Dan Flynn, Ron Northup, Cindy Detweiler, Barb Anderegg, Jim Tinnnes, Erin McGuire, Dawn Anderegg, Chad Greiner, Nick Beinhart and Casey Jarmes – The News Review.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the July 25, 2022 meeting. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

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 Sy |
| 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                           |
| MALLEY HARDWARE           | \$64.59       | All Dept. Supplies                                  |
| MUNICIPAL SUPPLY INC.     | \$945.94      | Water - Supplies                                    |
| FIRST NATIONAL BANK       | \$336.72      | Water - Sump Pump Hose Kit                          |
| FIRST NATIONAL BANK       | \$338.82      | Library - Books/Programs                            |
| FIRST NATIONAL BANK       | \$293.01      | Water/Sewer - Supplies                              |
| FIRST NATIONAL BANK       | \$133.12      | Police - Veh. O & M                                 |
| VERIZON                   | \$40.01       | Police - Hot Spot                                   |
| TOTAL                     | \$126,991.28  |   |

Department Reports:

-Public Works Department – Snow plow had its maintenance work done in Richland. The guys are tearing out concrete floor of the old small pavilion at the park. The 'new' water truck is ready to go – everything has been transferred from the old truck. The old truck will be sent down to Greiner Auction to be auctioned off. Two questions – will want to know a start date for the pool project so they have time to tear out the basketball courts before the project starts. Does the Council want the public works department to start filling in the old pool per the insurance safety audit that was done. Mayor Cansler stated that as the new pool begins that we can work towards filling in the old pool.

-Police Department – A written report was submitted. Reporting period of July 18 through July 30, 2022. There were ten (10) service calls/complaints and six (6) citation issued. Service Calls/Complaints: one burglary, one family and children, two trespass, one other criminal violations, three suspicion, one misc complaints, one harassment. Citation issued: one burglary 1<sup>st</sup> degree class "B" felony, one reckless driving, four speed/alternative enforcement.

-Wilson Memorial Library – Submitted the grant to the Washington County Riverboat Foundation for the new roof. The new roof will be started on Tuesday, August 2, 2022.

-Keota Historical Museum – Work meeting on Saturday, August 6. New antique display case coming in from Omaha that has been refinished.

Mayor Anthony Cansler made the following Proclamation: Now Therefore, I, Anthony Cansler, City of Keota Mayor, do hereby proclaim June 7 as Yok Choun Day.

Discussion of the City of Keota donating the lights from the small ball field at Wilson Memorial Park to

the Keota School District. Erin McGuire, from the Keota Ball Association and Keota Athletic Booster Club, stated that the Keota High School softball field is in need of new lights. The small field at Wilson Memorial Park is used four times a year. Since the field is no longer used as much as it used to, she was wondering if the Council would be open to donating the lights to the Keota School District.

Motion was made by Councilman Conrad to approve donating the lights from the small ball fields at Wilson Memorial Park to the Keota School District. Councilman Bender seconded. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve Resolution 2022-32: Approve Pool Project Bid from Spectra Build with a project cost bid at \$2,144,207.00. 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 Conrad to approve the payment of bills. Councilman Greiner seconded the motion. Motion passed with a 5-0 vote.

Citizen Comments: Janie Westendorf thanked the Council for coming in for a work session with the library board. Nick Beinhart thanked everyone for their help with the pool project it has been a long road and there is still work to do. He encourages the City of Keota to help in any way they can with the pool project.

Clerk/Council/Mayor Comments:

City clerk – Patrick Eagen will be getting an AIA Contract ready between the City of Keota and Spectra Build for the Council to approve. Bruty's will be working on the floor in the entrance of city hall. The city hall will be closed to the public August 9-11 for them to level the floor, let it set for 24 hours, and then install the new flooring. The clerk had someone ask what the City was planning on doing with the ladders and diving board from the old pool. This person would be willing to give a donation to the city or pool for them to have for their pond. Councilman Conrad stated that he had a resident ask about putting in speed bumps. Officer Conrad is looking into the regulations of speed bumps in town. There was a complaint about the speed of people leaving the school after the STOP sign at the corner of Washington Avenue and North Davis Street. Councilwoman Imhoff stated that she had a conversation Paws and More in Washington in regards to working with the City of Keota on the cat population in Keota. She will request they come to a Council meeting to discuss their options. Mayor Cansler stated that he would like to put up some semi-permanent horseshoe pits in the green space the city owns on Broadway Avenue. He would like to pay for this himself. The Council and Mayor overall thanked the Pool Advocates for all their hard work on the pool project.

Motion was made by Councilman Conrad to adjourn at 7:34 p.m. Councilwoman Imhoff seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, August 15, 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  
AUGUST 15, 2022 COUNCIL MEETING  
FOR PERIOD AUGUST 2 - AUGUST 15, 2022

| <u>PAYEE</u>                    | <u>AMOUNT</u> | <u>COMMENT</u>   |
|---------------------------------|---------------|--|
| ALTENHOFEN, CHERYL              | \$138.95      | Payroll  |
| CONRAD, DOUGLAS L.              | \$1,997.87    | Payroll  |
| GREINER, ASHLEY                 | \$69.58       | Payroll  |
| GREINER, TONIA                  | \$945.54      | Payroll  |
| HAMMES, TOMISHA                 | \$1,507.15    | Payroll  |
| HARMSSEN, MICAH                 | \$1,400.30    | Payroll  |
| SLAUBAUGH, KEVIN L.             | \$1,650.66    | Payroll  |
| EFTPS                           | \$2,358.13    | Employee Withholdings  |
| B & B BUILDERS                  | \$8,802.00    | Library - Metal Roof   |
| H & M FARM AND HOME             | \$69.99       | Pool Project - Basketball Court Removal Supplies                   |
| TREMMELE BACKHOE SERVICE        | \$1,270.20    | Water - Service Line Repair at Cemetery                            |
| MILLER AUTO BODY                | \$363.80      | Police - New Vehicle Decal Installation                            |
| CARGILL                         | \$6,010.43    | Water - Salt   |
| US FIRST                        | \$215.00      | Parks - Portable Restrooms at Park/Trailhead                       |
| ION ENVIRONMENTAL SOLUTIONS     | \$3,625.00    | Water/Sewer - August Operations and Labs                           |
| SCOTT WESTENDORF                | \$3,833.33    | Cemetery - Contracted Mowing                                       |
| COUNTY LINE MART                | \$715.31      | Police - Veh. O & M  |
| VISION AG                       | \$507.55      | Park/Streets - Weed Control  |
| UNITED STATES POST OFFICE       | \$170.72      | Water/Sewer - Postage for Bills                                    |
| US CELLULAR                     | \$156.33      | All Dept. Cell Phones  |
| FARMERS COOPERATIVE             | \$925.23      | All Dept. Veh. O & M   |
| MID- AMERICA PUBLISHING         | \$146.03      | All Dept. Publishing   |
| METERING & TECHNOLOGY SOLUTIONS | \$7,525.80    | Water - Network Receiver for New Water Meters                      |
| H & B INSTALLATION              | \$625.00      | City Hall - Entry Floor Repair                                     |
| BRUTY'S CARPET CORNER           | \$2,199.82    | City Hall - Entry Flooring   |
| COX SANITATION                  | \$6,813.20    | Garbage - Pick-Up/Bags/City Wide Clean Up/Small Pavilion Tear Down |

TOTAL      \$63,903.97

Jul-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      | \$91.15      |              | \$146,336.66   |
| 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                     | \$250.86          |              |              | \$250.86       |
| POLICE FORFEITURE        | \$572.49          |              |              | \$572.49       |
| GEN FD INV               | \$1,450.20        | \$0.13       |              | \$1,450.33     |
| GEN FD LIBR INV          | \$4,983.24        | \$0.44       |              | \$4,983.68     |
| LIB BUILDING             | \$1,305.83        | \$0.12       |              | \$1,305.95     |
| LIB MEMORIALS            | \$306.18          |              |              | \$306.18       |
| PERPETUAL CARE FUND      | \$10,919.14       | \$0.96       |              | \$10,920.10    |
| POLICE VEHICLE INV       | \$27,184.09       | \$9.61       | \$16,678.00  | \$10,515.70    |
| PARK & CEM VEH           | \$606.70          | \$0.05       |              | \$606.75       |
| CITY HALL BLDG RPR       | \$19,225.71       | \$1.68       |              | \$19,227.39    |
| CIVIL DEFENSE FU         | \$3,176.42        | \$0.28       |              | \$3,176.70     |
| KEOTA DAYCARE            | \$1,190.71        | \$0.10       |              | \$1,190.81     |
| WILSON MEMORIAL LIB      | \$17,581.99       | \$1.54       |              | \$17,583.53    |
| T&A METER INV            | \$23,682.73       | \$2.08       |              | \$23,684.81    |
| SIDEWALK SAVINGS         | \$14,533.46       |              |              | \$14,533.46    |
| WTR VEH SAVINGS          | \$29,325.43       |              | \$18,000.00  | \$11,325.43    |
| WTR TWR MAIN SAVINGS     | \$9,650.51        |              |              | \$9,650.51     |
| SEWER VEH SAVINGS        | \$9,126.11        |              |              | \$9,126.11     |
| SNOW EQUIPMENT SAVINGS   | \$5,074.84        |              |              | \$5,074.84     |
| CHECKING                 | \$1,160,402.39    | \$121,661.84 | \$175,986.42 | \$1,106,077.81 |
| GENERAL                  |                   | \$42,149.54  | \$163,435.07 |                |
| GENERAL - LOCAL OPTION   |                   | \$9,133.17   |              |                |
| CITY HALL PETTY CASH     | \$50.00           |              |              | \$50.00        |
| CITY HALL CASH DRAWER    | \$100.00          |              |              | \$100.00       |
| DARE                     |                   |              |              |                |
| ROAD USE                 |                   | \$9,491.75   | \$57,033.97  |                |
| EMPLOYEE BENEFIT         |                   | \$698.34     | \$5,534.97   |                |
| DEBT SERVICE             |                   | \$95.42      |              |                |
| CAPITAL IMPROVEMENT      |                   | \$715.52     |              |                |
| LIBRARY                  |                   | \$426.95     | \$3,391.75   |                |
| LIBRARY PETTY CASH       | \$25.00           |              |              | \$25.00        |
| LIBRARY MUSEUM           |                   | \$320.00     | \$715.00     |                |
| WATER                    |                   | \$30,011.82  | \$90,946.20  |                |
| CP. WTR. TRTMNT. PLANT   |                   |              |              |                |
| CP. WTR. TOWER           |                   |              |              |                |
| CP. WTR. MAIN DAVIS ST   |                   |              |              |                |
| CP. WTR MAIN BROAD/DAVIS |                   |              |              |                |
| UTILITY DEPOSITS         |                   | \$402.08     | \$272.38     |                |
| SEWER                    |                   | \$28,325.39  | \$10,744.92  |                |
| SEWER EXT-BROADWAY       |                   |              |              |                |
| SEWER PLANT UPGRADE      |                   |              |              |                |
| TOTAL                    |                   |              |              | \$1,560,820.13 |

**RESOLUTION 2022-33**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KEOTA, IOWA APPROVING THE APPLICATION(S) 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 Washington County Riverboat Foundation has a grant application cycle that ends August 25, 2022 and

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

WHEREAS, one or more applications 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 applications to be submitted to the Washington County Riverboat Foundation for the fall, 2022 application cycle:

1. Keota Pool and Aquatic Foundation

WHEREUPON, Resolution 2022-33 is passed and approved this 15<sup>TH</sup> day of August, 2022.

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MAYOR ANTHONY CANSLER

ATTEST:

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CITY CLERK TOMISHA HAMMES