

**AGENDA
KEOTA CITY COUNCIL
KEOTA CITY HALL
225 E. Broadway Ave.
September 19, 2022
6:30 P.M.**

- 1. Roll Call**
- 2. Work Session**
 - a. Discussion Job Posting – City Clerk**
- 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.
SEPTEMBER 19, 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 September 7, 2022 meeting
- b. Bills for payment
- c. August month end financials

3. Department Reports

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

4. Business

- a. Lauren Herron/Megan Libe – Event at Fiddle Dee Dee on October 1, 2022
- b. Approve Liquor License for the Topsy Traveler Special Event October 1, 2022
- c. Approve Job Posting – City Clerk Position

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

SEPTEMBER 7, 2022

The Keota City Council met on September 7, 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. City Employees present were Micah Harmsen, Toni Greiner, and Tomisha Hammes. Also in attendance was Brett Romoser, Kathy Davis, Dan Flynn, Ron Northup, Cindy Detweiler, and Karen Sypherd.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the August 15, 2022 meeting and payment of bills. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

CITY OF KEOTA
 SEPTEMBER 7, 2022 COUNCIL MEETING
 FOR PERIOD AUGUST 16 - SEPTEMBER 7, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
ALTENHOFEN, CHERYL	\$172.74	Payroll
CONRAD, DOUGLAS L.	\$1,997.87	Payroll
GREINER, TONIA	\$1,084.43	Payroll
HAMMES, TOMISHA	\$1,507.15	Payroll
HARMSEN, MICAH	\$1,400.30	Payroll
SLAUBAUGH, KEVIN L.	\$1,650.66	Payroll
EFTPS	\$4,656.90	Employee Withholdings
IPERS	\$3,248.42	Employee Benefits
ALL AMERICAN PEST CONTROL	\$35.00	Library - Pest Control
CENGAGE LEARNING	\$47.23	Library - Book
CENTER POINT LARGE PRINT	\$45.54	Library - Contracted Books
ELDORA PUBLIC LIBRARY	\$6.00	Library - Book
INFOMAX	\$147.36	Library - Copier Lease
OVERDRIVE, INC.	\$488.37	Library - Bridges eBooks
SWANK MOVIE LICENSE USA	\$322.00	Library - Movie License
WINDSTREAM	\$147.04	Library - Phone/Fax
COUNTY LINE MART	\$325.55	All Dept. Veh. O & M
FARMERS COOPERATIVE ASSOCIATION	\$728.44	All Dept. Veh. O & M
COX SANITATION	\$5,530.55	Garbage - Pick-Up/Bags
QUILL	\$209.95	All Dept. Office Supplies
MALLEY HARDWARE	\$48.25	All Dept. Supplies
WINDSTREAM	\$235.40	All Dept. Phone/Fax
BLUE CROSS BLUE SHIELD	\$7,764.70	Employee Health Benefits
VERIZON	\$40.01	Police - Hot Spot
GALLS	\$257.35	Police - Uniforms
IOWA DIVISION OF LABOR - ELEVATOR SAFETY	\$300.00	Library - Annual Inspection
KOCH OFFICE GROUP	\$183.18	All Dept. Copier Fees
ALLIANT ENERGY	\$9,049.72	All Dept. Gas/Electric
WATER SOLUTIONS UNLIMITED	\$358.75	Water - Chemicals
FIRST NATIONAL BANK	\$538.51	All Dept. Supplies
ION ENVIRONMENTAL SOLUTIONS	\$3,625.00	Water/Sewer - Contracted Operations and
BEAN AND BEAN	\$500.00	Cemetery - Stone Removal/Replacement
REDLINGER REPAIR	\$20.00	Pool Project - Hyd. Jack Hammer
US CELLULAR	\$156.33	All Dept. Cell Phones
IOWA ECONOMIC DEVELOPMENT AUTHORITY	\$200,000.00	Nuisance Loan Payment - SDF Properties
TOTAL	\$246,655.96	

Department Reports:

-Public Works Department – Park ready to go for the pool project. The memorial trees still need to be moved, but they are trying to hold off as long as possible to move them since it has been so dry. Tremmel fixed a water main break on Carpenter Street on August 26. There is cast iron water line on two blocks of Carpenter Street. There was discussion on changing it over to 6 inch plastic that would be about 700 feet worth of line. Harmsen will ask Tremmel to get the City an estimate on the project. Atwood Electric was in town to work on the outfield lights at the Wilson Park ball fields. They will have to dig in the outfield, but they think that the issue may be in front of the concession stand. Alliant has a crew replacing light poles in town.

-Police Department – A written report was submitted. Reporting period of August 13 through August 30, 2022. There were fifteen service calls/complaints and four citations issued. Service Calls/Complaints: one theft, one motor vehicle theft, one family and children, one OWI, three assist and serve, three attempt to locate, two misc. complaints, and three dog/cat/misc. animal. Citations issued: three speed/alternative enforcement and one warrant arrest.

-Wilson Memorial Library – There were 31 kids for the early out movie. Crystal Wright contracted the library asking if the after school program at the school could come to the library every so often for a program. The Washington County and Keokuk County Conservation along with the Keokuk County Extension Office have been contacted and will be doing programs.

-Keota Historical Museum – New acquisitions have come in and the next meeting will be on Wednesday, September 21.

Motion was made by Councilman Bender to approve Resolution 2022-35: Fiscal Year 2022 Street Finance Report (SRF). Councilman Conrad seconded the motion. Roll Call Vote: Ayes – Bender, Conrad, Imhoff, McDonald. Absent – Greiner. Motion passed with a 4-0 vote.

Motion was made by Councilman Conrad to approve the building permit for 501 E. Washington Ave. – Fence. Councilman Bender seconded the motion. Motion passed with a 4 -0 vote.

Motion was made by Councilman Conrad to approve the building permit for 105 W. Washington Ave. – Deck. Councilwoman Imhoff seconded the motion. Motion passed with a 4-0 vote.

Motion was made by Councilwoman Imhoff to approve the liquor license for Bev the Barbarian LLP. Councilman McDonald seconded the motion. Motion passed with a 4-0 vote.

Discussion of Museum Expansion within the City Hall Building. The Museum Board is asking to use the room on the southeast side of the basement as an expansion for the Museum. They have quite a few video monitors and would like to have more space to be able to tell a story about the different displays and make the experience more interactive. The Museum Board would need to look into the ADA compliance if they would be able to get a chair lift or need an elevator. The Council felt like this was a great idea. City employees will start working on clearing out the room for the Museum Board to use.

Discussion of Library Budget Amendment for Infomax Billing. The city clerk presented the Council with the termination quote from Infomax. It would cost \$5200 to break the contract now. The city clerk recommended to keep the contract in place since the library would be paying for the services if they canceled it or continued to use it. The City could amend the library budget to take money from local option sales tax each year and continue to do so until the contract is done in two and a half years. The Council agreed that that was the best option.

Citizen Comments:

Dan Flynn presented the Council with the updated financials for the pool project. There was discussion on the length it is taking the contract to get signed. He requested that any items at the old pool be repurposed at the new pool. The Council encouraged the Pool Advocates to use whatever they could from the old pool. Brett Romoser offered that if anyone needs assistance hauling stuff during the city wide clean up to let him know.

Clerk/Council/Mayor Comments:

City clerk – The City is now selling Cox Sanitation tags at city hall. The grocery store and County Line Mart will have the bags available for purchase. Keota Sesquicentennial Poker Run will take place on Saturday, September 10; Keota Pool Advocates Corn and Hamburger Meal at the Keota VFW on Sunday, September 11 from 5:00 to 7:00 p.m.; Keota Athletic Booster Nacho Bar on Monday, September 12 from 4:30 to 6:30 p.m.; Keota Community Club City Wide Garage Sales on September 16 and 17; Rural Road Trip Fall Edition September 23 & 24; City Wide Dumpster Clean Up on October 14 and 15.

Councilman McDonald stated that there seems to be an increasing issue with weeds growing up around properties and trash accumulating. He would like to see property owners start addressing these issues.

Councilwoman Imhoff thanked Brett Romoser and Darren Hoffman for watering the planters all summer. She wanted to remind residents that it is illegal to burn trash in town any time of year. She thanked Micah for cleaning up the weeds around the old pool in time for the garden walk fundraiser. She would like to see the Council go around to talk with property owners that need assistance in cleaning up their property and potentially help them with the clean-up.

Councilman Conrad agreed that there is a great deal of weeds growing up around houses in town. There are also people in town hiding garbage in the weeds. The property owners need to take care of these issues. He is encouraging residents to use the city wide clean-up on October 14 and 15.

Councilman Bender stated there are quite a few repeat offenders on the list of 70 nuisance letters that are getting sent out. He would like to see either citations being written or start the process to get the citations written.

Mayor Cansler thanked the Pool Advocates, Museum Board, and Library for all their work that they have been doing.

Motion was made by Councilwoman Imhoff to adjourn at 8:28 p.m. Councilman Bender seconded the motion. Motion passed with a 4-0 vote. The City Council will next meet on Monday, September 19, 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
 SEPTEMBER 19, 2022 COUNCIL MEETING
 FOR PERIOD SEPTEMBER 8 - SEPTEMBER 19, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,997.87	Payroll
GREINER, ASHLEY	\$69.58	Payroll
GREINER, TONIA	\$927.00	Payroll
HAMMES, TOMISHA	\$1,507.15	Payroll
HARMSSEN, MICAH	\$1,400.30	Payroll
SLAUBAUGH, KEVIN L.	\$1,650.66	Payroll
EFTPS	\$2,327.33	Employee Withholdings
ALL AMERICAN PEST CONTROL	\$70.00	All Dept. Pest Control
UNITED STATES POST OFFICE	\$170.72	Water/Sewer - Water Bills
US FIRST	\$190.00	Parks - Portable Restrooms
MID-AMERICA PUBLISHING	\$491.54	All Dept. Publishing
MUNICIPAL SUPPLY INC.	\$619.15	Water - Repair Clamps
SCOTT WESTENDORF	\$3,833.35	Cemetery - Mowing Contract
WATER SOLUTIONS UNLIMITED	\$1,070.12	Water - Chemicals
GALLS	\$88.40	Police - Uniform

TOTAL \$16,413.17

Aug-22

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,591.19		\$24.68	\$39,615.87
LIBRARY CD 2	\$31,097.03		\$19.38	\$31,116.41
SEWER CD	\$146,336.66			\$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	\$1,450.33		\$0.24	\$1,450.57
GEN FD LIBR INV	\$4,983.68		\$0.85	\$4,984.53
LIB BUILDING	\$1,305.95		\$0.22	\$1,306.17
LIB MEMORIALS	\$306.18			\$306.18
PERPETUAL CARE FUND	\$10,920.10		\$1.85	\$10,921.95
POLICE VEHICLE INV	\$10,515.70		\$1.79	\$10,517.49
PARK & CEM VEH	\$606.75		\$0.10	\$606.85
CITY HALL BLDG RPR	\$19,227.39		\$3.27	\$19,230.66
CIVIL DEFENSE FU	\$3,176.70		\$0.54	\$3,177.24
KEOTA DAYCARE	\$1,190.81		\$0.20	\$1,191.01
WILSON MEMORIAL LIB	\$17,583.53		\$2.99	\$17,586.52
T&A METER INV	\$23,684.81		\$4.02	\$23,688.83
SIDEWALK SAVINGS	\$14,533.46			\$14,533.46
WTR VEH SAVINGS	\$11,325.43			\$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	\$1,106,077.81		\$255,197.96	\$1,048,058.93
GENERAL			\$108,423.00	\$136,055.24
GENERAL - LOCAL OPTION			\$7,221.97	\$50.00
CITY HALL PETTY CASH	\$50.00			\$100.00
CITY HALL CASH DRAWER	\$100.00			\$100.00
DARE				
ROAD USE			\$9,151.67	\$3,591.66
EMPLOYEE BENEFIT			\$771.38	\$2,058.47
DEBT SERVICE			\$101.41	
CAPITAL IMPROVEMENT			\$685.46	
LIBRARY			\$533.70	\$4,605.61
LIBRARY PETTY CASH	\$25.00			\$25.00
LIBRARY MUSEUM				
WATER			\$98,050.54	\$28,095.50
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN BROAD/DAVIS				
UTILITY DEPOSITS			\$204.02	
SEWER			\$30,070.88	\$8,892.61
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE				
TOTAL				\$1,502,861.38