

**AGENDA
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
OCTOBER 3, 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 19, 2022 meeting
- b. Bills for payment

3. Department Reports

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

4. Business

- a. Approve Draft Agreement with YMCA for Keota Municipal Pool Management
- b. Approve Builders Risk Insurance Policy for Keota Municipal Pool Project
- c. Approve Water Utility Vendor Agreement for Low-Income Housing Water Assistance Program
- d. Approve Resolution 2022-36: Keota Historical Museum – Stair Lift - Keokuk County Community Endowment Foundation Grant
- e. Approve Resolution 2022-37: Keota Unlimited - Wayfinding Signs - Keokuk County Community Endowment Foundation Grant
- f. Approve Resolution 2022-38: Establishing a Review and Interviewing Committee for City Clerk Position
- g. Approve Resolution 2022-39: Establishing a Keota Municipal Pool Construction Committee
- h. First Reading Ordinance Amendment 2022-296: Nuisance Lawn Furniture
- i. Potential Waiving of 2nd and 3rd Reading of Ordinance Amendment 2022-296
- j. Potential Approval of Ordinance Amendment 2022-296 – Lawn Furniture
- k. Approve Vendor's Permit – Kountry Korner Catering & Mobile Kitchen
- l. Approve Building Permit – 211 N. Baker St. – Fence
- m. Approve Building Permit – 503 W. Keokuk Ave. – Fence
- n. Approve Building Permit – 403 N. Ellis St. – Solar Panels

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 19, 2022

The Keota City Council met on September 19, 2022 at the Keota City Hall. The work session was called to order by Mayor Anthony Cansler at 6:30 p.m.

Council members answering roll call were: Mike Bender, Keith Conrad, Danielle Imhoff, Matt Greiner, and Heath McDonald. City Employee present was Tomisha Hammes. Also in attendance was Rich Klein, Cindy Detweiler, Ron Northup, Dan Flynn, and Karen Sypherd.

Discussion on the job posting for the city clerk position. The clerk presented the Council with two options for job postings. Option one was one full-time clerk and option two was one full-time clerk and one part-time utility billing clerk.

Motion was made by Councilwoman Imhoff to adjourn the work session at 6:50 p.m. Councilman Bender 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 Toni Greiner and Tomisha Hammes. Also in attendance was Chad McCleary, Casey Jarmes, Cindy Detweiler, Ron Northup, Karen Sypherd, Dan Flynn, Rich Klein, Lauren Herron and Megan Libe.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the September 7 meeting, bills for payment, and August month end financials. Councilwoman Imhoff seconded the motion. Motion passed with a 5-0 vote.

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
WELLMARK BLUE CROSS & BLUE SHIELD	\$7,764.70	Employee Benefits
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
WINDSTREAM	\$245.38	All Dept. Phone/Fax
TOTAL	\$24,423.25	

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
SEWER VEH CD	\$20,947.46			\$20,947
WATER CD	\$70,682.00			\$70,682
WATER VEH CD	\$427.35			\$427
DARE	\$250.86			\$250
POLICE FORFEITURE	\$572.49			\$572
GEN FD INV	\$1,450.33	\$0.24		\$1,450
GEN FD LIBR INV	\$4,983.68	\$0.85		\$4,984
LIB BUILDING	\$1,305.95	\$0.22		\$1,306
LIB MEMORIALS	\$306.18			\$306
PERPETUAL CARE FUND	\$10,920.10	\$1.85		\$10,921
POLICE VEHICLE INV	\$10,515.70	\$1.79		\$10,517
PARK & CEM VEH	\$606.75	\$0.10		\$606
CITY HALL BLDG RPR	\$19,227.39	\$3.27		\$19,230
CIVIL DEFENSE FU	\$3,176.70	\$0.54		\$3,177
KEOTA DAYCARE	\$1,190.81	\$0.20		\$1,191
WILSON MEMORIAL LIB	\$17,583.53	\$2.99		\$17,586
T&A METER INV	\$23,684.81	\$4.02		\$23,688
SIDEWALK SAVINGS	\$14,533.46			\$14,533
WTR VEH SAVINGS	\$11,325.43			\$11,325
WTR TWR MAIN SAVINGS	\$9,650.51			\$9,650
SEWER VEH SAVINGS	\$9,126.11			\$9,126
SNOW EQUIPMENT SAVINGS	\$5,074.84			\$5,074
CHECKING	\$1,106,077.81	\$255,197.96	\$313,216.84	\$1,048,058
GENERAL		\$108,423.00	\$136,055.24	
GENERAL - LOCAL				
OPTION		\$7,221.97		
CITY HALL PETTY CASH	\$50.00			\$50
CITY HALL CASH DRAWER	\$100.00			\$100
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
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

Department Reports:

-Public Works Department – Micah submitted a written report - Property owners have been cleaning up the trees and yards around town. The street painter arrived. Street signs have been ordered that will replace the worn out signs by the school. There has been high water flows, so Micah called in Westram Leak Detection Services to come down and find the leak. The leak was discovered at the

sewer plant. Chad McCleary stated that he believes that the water line that had the leak was leaking when the sewer plant was built. He met with Matt Walker, French Reneker, about the chlorides to see what they need to do moving forward on the water plant. The potential options are to move away from salt base, go on rural water full-time or go on reverse osmosis. The engineer will research options and present them to the Council. At the wastewater treatment plant there was another diffuser that blew off. Waggoner Solution originally installed the diffusers and will be back in town to repair them.

-Police Department – A written report was submitted. Reporting period of September 1 through September 14, 2022. There were nine service calls/complaints and two citations issued. Service Calls/Complaints: one theft, one motor vehicle theft, two other criminal violations, one accident (traffic), one assist and serve, one misc. complaint, one dog/cat/misc. animal, and one domestic abuse. Citations issued: two speed/alternative enforcement.

-Wilson Memorial Library – The Story Walk story on the KeWash Trail was changed at the end of August and will be changed out again for the winter. Annual Survey has been submitted. Coffee has been going well. There will be a movie on the early out day for school along with crafts. The Library Board Meeting will take place on Monday, September 26.

-Keota Historical Museum – The wall is down in the Singmaster Room to expand the display. They are working on a design plan for the basement expansion. The Museum Board Meeting will take place on Wednesday, September 21.

Discussion about event on October 1, 2022. Lauren Herron, Elation Cleaning Services LLC, and Megan Libe, Topsy Traveler, discussed the one year anniversary celebration of Elation Cleaning Services that Lauren will be hosting at Fiddle Dee Dee on October 1, 2022 from 4:00 to 8:00 p.m. with the Topsy Traveler, Stone Wall Brick Oven Pizza, and live music by Allen Wickenkamp. Lauren Herron stated that the purpose was to celebrate her being in business for a year, but to also promote local businesses as well.

Motion was made by Councilman Conrad to approve the liquor license for the Topsy Traveler for the October 1, 2022 event. Councilman Bender seconded the motion. Motion passed with a 5-0 vote.

Motion was made by Councilman Conrad to approve the city clerk job postings for the following positions: full-time city clerk and 20 hours per week utility billing clerk. Councilwoman Imhoff seconded the motion. Motion passed with a 5-0 vote.

Council/Mayor Comments –

Councilman McDonald talked to Mike Detweiler about cleaning up his lot.

Councilwoman Imhoff stated that at the last meeting she brought up furniture that was showing up on people's porches and lawns that was not exterior furniture. She requested that at the next meeting the Council do the first reading on an ordinance of what is deemed lawn furniture. She would like to see the ordinances a little more defined, so when letters get sent out there is more teeth in the letters allowing the Council to follow through with citations for the nuisances.

Councilman Conrad stated that with the contract being signed for the pool he proposed that there be a Pool Advocate designated to join in the construction meetings along with the Council. He requested that at the next meeting on the agenda a resolution appointing a pool advocate and council member to attend these meetings.

Mayor Cansler stated the committee that will be appointed is informational only, there won't be decisions made by the Pool Advocate, but that way the Pool Advocates will be informed on what is going on.

Motion was made by Councilman Conrad to adjourn at 7:46 p.m. Councilman McDonald seconded the motion. Motion passed with a 5-0 vote. The City Council will next meet on Monday, October 3, 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
 OCTOBER 3, 2022 COUNCIL MEETING
 FOR PERIOD SEPTEMBER 20 - OCTOBER 3, 2022

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,997.87	Payroll
GREINER, ASHLEY	\$34.79	Payroll
GREINER, TONIA	\$849.74	Payroll
HAMMES, TOMISHA	\$1,507.15	Payroll
HARMSSEN, MICAH	\$1,400.30	Payroll
SLAUBAUGH, KEVIN L.	\$1,650.66	Payroll
EFTPS	\$2,294.90	Employee Withholdings
IPERS	\$3,143.28	Employee Benefits
ALL AMERICAN PEST CONTROL	\$35.53	Library - Pest Control
CENGAGE LEARNING	\$44.24	Library - Books
CENTER POINT LARGE PRINT	\$46.74	Library - Books
INFOMAX	\$148.91	Library - Copier Lease
WINDSTREAM	\$148.00	Library - Phone/Fax
QUILL	\$135.25	All Dept. Office Supplies
IOWA DNR	\$115.00	Water - Annual Water Use Fee for 2023
MALLEY HARDWARE	\$32.12	All Dept. Supplies
CREATIVE PRODUCTS	\$696.19	DARE - Supplies
H & M FARM AND HOME SUPPLIES	\$138.46	Sewer - Uniform Allowance
TREMMELE BACK HOE SERVICE	\$2,900.00	Water/Sewer - Leak Detection, Broken Water Main, Pool Project
HICKENBOTTOM INC.	\$413.54	Water - Water Main Break Repairs
DEARBORN GROUP	\$85.41	Employees Life Insurance Benefits
GALLS	\$1,081.29	Police - Supplies
WESTRUM LEAK DETECTION	\$1,200.00	Water - Water Main Leak Detection
KEOKUK COUNTY EXTENSION OFFICE	\$35.00	Parks - Ornamental and Turf Grass Pest Control Registration
SIGOURNEY LUMBER	\$77.81	Streets - Sign Repairs
FIRST NATIONAL BANK	\$75.00	Police - Veh. O & M
FIRST NATIONAL BANK	\$112.10	Water/Sewer - Postage
FIRST NATIONAL BANK	\$532.05	Library - Books and Supplies

TOTAL \$27,709.99

RESOLUTION 2022-36

A RESOLUTION APPROVING INTENT TO APPLY FOR THE APPLICATION FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE KEOKUK COUNTY COMMUNITY ENDOWMENT FOUNDATION.

WHEREAS, the Keokuk County Community Endowment Foundation promotes endowment building, organizational collaboration and public leadership, and

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

NOW THEREFORE BE IT RESOLVED by the Keota City Council authorizes the following intent to apply for the grant application to be submitted to the Keokuk County Community Endowment Foundation:

1. Keota Historical Museum – Stair Lift

WHEREUPON, Resolution 2022-36 is passed and approved this 3rd Day of October, 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				

RESOLUTION 2022-37

A RESOLUTION APPROVING INTENT TO APPLY FOR THE APPLICATION FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE KEOKUK COUNTY COMMUNITY ENDOWMENT FOUNDATION.

WHEREAS, the Keokuk County Community Endowment Foundation promotes endowment building, organizational collaboration and public leadership, and

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

NOW THEREFORE BE IT RESOLVED by the Keota City Council authorizes the following intent to apply for the grant application to be submitted to the Keokuk County Community Endowment Foundation:

1. Keota Unlimited – Wayfinding Signs

WHEREUPON, Resolution 2022-37 is passed and approved this 3rd Day of October, 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				

RESOLUTION NO. 2022-38

A RESOLUTION APPOINTING THE FOLLOWING NAMED PEOPLE AS MEMBERS OF THE TEMPORARY COMMITTEE FOR REVIEWING APPLICANTS AS WELL AS INTERVIEWING FOR CITY CLERK POSITION 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 for the appointment of the following named people to serve on the temporary review interviewing committee for the city clerk position applicants:

Passed and adopted this 3rd day of October, 2022.

Mayor Anthony Cansler

Attest:

City Clerk Tomisha Hammes

Motion: _____

Second: _____

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

RESOLUTION NO. 2022-39

A RESOLUTION APPOINTING THE FOLLOWING NAMED PEOPLE AS MEMBERS OF THE TEMPORARY COMMITTEE FOR THE KEOTA MUNICIPAL POOL CONSTRUCTION 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 for the appointment of the following named people to serve on the temporary Keota Municipal Pool Construction Project Committee:

Passed and adopted this 3rd day of October, 2022.

Mayor Anthony Cansler

Attest:

City Clerk Tomisha Hammes

Motion: _____

Second: _____

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

Ordinance No. 2022-296

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO NUISANCES – LAWN FURNITURE.

BE IT ENACTED by the City Council of the City of Keota, Iowa:

SECTION 1. Title III, Chapter 2, Section 1-q is added and adopted:

3-2-1-q

q. Lawn Furniture. No person shall use or cause to be used any indoor or automotive couches, sofas, chairs or furniture on porches, decks, gazebos, or in any lawn. All furniture to be used in these areas must be exterior or lawn furniture.

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

1st Reading: October 3, 2022

2nd Reading:

3rd Reading:

ATTEST:

TOMISHA HAMMES, CITY CLERK

Motion: _____ Second: _____