

March 16, 2020

The Keota City Council met on March 16, 2020, 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: Curt Burroughs, Matt Greiner, Rod Hill, Mike Bender, and Keith Conrad. City Employees present were: Kevin Slaubaugh, Toni Greiner and Tomisha Hammes. Also in attendance was Naomi Burroughs, Nick Mahan, Chris Heisdorffer, Ryan Sieren, Kathy Davis, and Health McDonald.

Councilman Burroughs gave the Invocation.

The Mayor opened up the Public Hearing for the FY21 City of Keota Budget. There were no written or verbal comments, concerns or complaints regarding the budget. Motion was made by Councilman Bender to close the public hearing. Councilman Hill seconded the motion. Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None; Absent – None. Motion passed with a unanimous vote.

Motion was made by Councilman Conrad to approve the consent agenda including minutes from the March 2, 2020 meeting, bills for payment and month end financials for February 2020. Councilman Burroughs seconded the motion. Motion passed with a unanimous vote.

CITY OF KEOTA  
MARCH 16, 2020 COUNCIL MEETING  
FOR PERIOD MARCH 3- MARCH 16, 2020

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
BURROUGHS, ESTHER	\$31.52	Payroll
CONRAD, DOUGLAS L.	\$1,803.00	Payroll
GREINER, ASHLEY	\$50.44	Payroll
GREINER, TONIA	\$759.06	Payroll
HAMMES, TOMISHA	\$1,037.03	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,458.56	Payroll
EFTPS	\$1,822.80	Employee Withholdings
		Cemetery - Mowing
JEFF GARMAN	\$1,875.00	Contract
		Petty Cash Replenish – Recorder's Office
CASH	\$29.48	Payment
US CELLULAR	\$314.76	All Dept. Cell Phones
TREMMEL BACKHOE SERVICE	\$187.50	Water - Shut off Repair
		Water/Sewer/Police/Snow
FARMERS COOPERATIVE ASSN.	\$1,602.28	- Veh. O & M
		City Hall/Maintenance
ALL AMERICAN PEST CONTROL	\$65.00	Shop - Pest Control
WATER SOLUTIONS UNLIMITED	\$812.48	Water - Chemicals
KOCH OFFICE GROUP	\$174.23	All Dept. - Copier
VITTETOES' INC.	\$5.00	Park - Bolts
KEVIN'S CELLULAR SALES & SERVICE	\$55.00	Library - Snow Removal
SEMCO LANDFILL	\$211.05	Streets - Cleaning Streets

QUILL	\$143.96	All Dept. Supplies
COUNTY LINE MART	\$193.96	Police - Veh. O & M
JIM TINNES TRUCKING	\$1,680.00	Snow - Snow Removal
WINDSTREAM	\$186.60	All Dept. Phone/Fax
TOTAL	<u>\$15,674.96</u>	

February 2020

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$39,086.53	\$87.70		\$39,174.23
LIBRARY CD 2	\$30,727.41	\$68.95		\$30,796.36
SEWER CD	\$144,633.11			\$144,633.11
SEWER VEH CD	\$20,267.94	\$168.58		\$20,436.52
WATER CD	\$68,389.15	\$568.85		\$68,958.00
WATER VEH CD	\$420.79			\$420.79
DARE	\$777.62			\$777.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,447.97	\$0.33		\$1,448.30
GEN FD LIBR INV	\$4,975.71	\$1.12		\$4,976.83
LIB BUILDING	\$1,303.88	\$0.29		\$1,304.17
LIB MEMORIALS	\$305.62			\$305.62
PERPETUAL CARE FUND	\$7,506.88	\$1.69		\$7,508.57
POLICE VEHICLE INV	\$22,287.76	\$5.01		\$22,292.77
PARK & CEM VEH	\$8,601.84	\$1.93		\$8,603.77
CITY HALL BLDG RPR	\$19,196.65	\$4.31		\$19,200.96
CIVIL DEFENSE FU	\$3,171.64	\$0.71		\$3,172.35
KEOTA DAYCARE	\$1,188.91	\$0.27		\$1,189.18
WILSON MEMORIAL LIB	\$17,555.43	\$3.94		\$17,559.37
T&A METER INV	\$23,646.94	\$5.31		\$23,652.25
SIDEWALK SAVINGS	\$14,507.55			\$14,507.55
WTR VEH SAVINGS	\$24,438.96			\$24,438.96
WTR TWR MAIN SAVINGS	\$9,633.31			\$9,633.31
SEWER VEH SAVINGS	\$8,110.62			\$8,110.62
SNOW EQUIPMENT SAVINGS	\$5,065.78			\$5,065.78
CHECKING	\$456,235.69	\$80,138.11	\$73,917.11	\$462,456.69
GENERAL		\$19,139.36	\$13,360.48	
GENERAL - LOCAL				
OPTION		\$5,120.19		
DARE		\$105.00		
ROAD USE		\$12,448.15	\$2,756.05	
EMPLOYEE BENEFITS		\$186.54	\$14,077.72	
DEBT SERVICE		\$27.95		
CAPITAL IMPROV				
RESER				
LIBRARY		\$268.10	\$1,926.20	
LIBRARY MUSEUM				

WATER	\$24,680.15	\$13,916.42
CP. WTR. TRTMNT. PLANT		
CP. WTR. TOWER		
CP. WTR. MAIN DAVIS ST		
CP. WTR MAIN BROAD/DAVIS		
UTILITY DEPOSITS	\$200.00	
SEWER	\$17,962.67	\$12,470.68
SEWER EXT- BROADWAY SEWER PLANT UPGRADE		
TOTAL		\$941,196.17

Citizen Comments: There were no comments.

Department Reports:

- The Daycare Committee has met with Tammy Wetjen-Kesterson, from Early Childhood Iowa, has been working with the Daycare Committee to get the Market Survey ready for release. She is hoping to get the survey monkey up and running this week. The Committee will have a walk-thru of the library on Wednesday, March 25, 2020 with Dan Levi, from Levi Architecture, to see if the library is a feasible option for a daycare facility.
- Public Works Director Kevin Slaubaugh stated that they are still working on the playground equipment. He wanted everyone to be assured that it is all still in safe working order, they are just taking piece by piece and replacing the bolts. They have been working on cleaning the streets and ditches. They will be taking down the snow fence in the upcoming week.
- Officer Doug Conrad was unable to attend, but submitted a written report. For the reporting period of February 28 through March 12 there were twenty (20) service calls/complaints and nine (9) citations issued. Service Calls/Complaints: one simple assault, one controlled substance, two intoxication, one disorderly conduct, two mental, one suicide/statements, six assist and serve, one misc. compliant, two dog/cat/misc. animal, one livestock, two domestic abuse. Citations: eight (8) speed/alternative enforcement and one fail to obey stop sign.
- Nick Mahan, Wilson Memorial Library Board President, gave the Library Report. The State Library of Iowa has recommended that libraries suspend unnecessary programs at this time. The Library Association had recommended that libraries be closed. Councilman Greiner stated that with the schools being closed he worried that children would then start to congregate in the libraries. He supports the library closing until further notice. Councilman Hill agreed with the closure – he stated that it is not the librarian’s responsibility to watch children during the school closures. The Mayor agreed with the closure of the library until further notice as well.

The city clerk did the first reading of Ordinance No. 2020-271: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE BICYCLE REGULATIONS.  
 BE IT ENACTED by the City Council of the City of Keota, Iowa:

SECTION 1. Title III, Chapter 4, Section 81, 86, 87, 88, 90, 92-2, of the Keota Municipal Code, 2017, is hereby repealed:

Title III, Chapter 4, Section 81: Double Riding Restricted is hereby repealed.

Title III, Chapter 4, Section 86: Carrying Articles is hereby repealed.

Title III, Chapter 4, Section 87: Riding on Sidewalks is hereby repealed.

Title III, Chapter 4, Section 88: Towing is hereby repealed.

Title III, Chapter 4, Section 90: Improper Riding is hereby repealed.

Title III, Chapter 4, Section 92-2: Equipment Requirement of Signal Device is hereby repealed.

Motion was made by Councilman Bender to waive the second and third reading of Ordinance 271. Councilman Burroughs seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

Motion was made by Councilman Conrad to Approve Ordinance 271. Councilman Greiner seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

The City Clerk did the first reading of Ordinance No. 2020-272: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE NUISANCES – COTTON BEARING TREES.

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

SECTION 1. Title III, Chapter 2, Section 1-h of the Keota Municipal Code, 2017, is hereby repealed:

Title III, Chapter 2, Section 1-h: Cotton-bearing cotton wood trees and all other cotton-bearing poplar trees in the city from the Keota Municipal Code, 2017, is hereby repealed.

Motion was made by Councilman Burroughs to waive the second and third reading of Ordinance 272. Councilman Bender seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

Motion was made by Councilman Bender to Approve Ordinance 272. Councilman Hill seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

The City Clerk did the first reading of Ordinance No. 2020-273: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE TREES – GENERAL PROVISIONS.

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

SECTION 1. Title VI, Chapter 15, Section 3-1 and 3-3 of the Keota Municipal Code, 2017, is hereby repealed and the following adopted in lieu thereof:

Title VI, Chapter 15, Section 3-1: Alignment of planting trees is hereby repealed.

Title VI, Chapter 15, Section 3-3: Prohibited Trees. No person shall plant any tree or shrub in the city right of way effective March 25, 2020. All trees or shrubs planted before March 25, 2020 are exempt.

Motion was made by Councilman Burroughs to waive the second and third reading of Ordinance 273. Councilman Conrad seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

Motion was made by Councilman Conrad to Approve Ordinance 273. Councilman Hill seconded the

motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None  
Absent – None. Motion passed with a unanimous vote.

The City Clerk did the first reading of the Ordinance No. 2020-274: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE TRAFFIC CODE – GOLF CARTS. This ordinance would allow the use of golf carts on city streets in Keota if the golf cart is registered with the City of Keota. There would be no fee to register the golf cart.

Motion was made by Councilman Greiner to waive the second and third reading of Ordinance 273. Councilman Burroughs seconded the motion. Roll call vote: Ayes – Greiner, Burroughs; Nays – Hill, Bender, and Conrad; Abstain – None; Absent – None. Motion did not pass. The full ordinance, if approved at an upcoming meeting, would be published in its entirety upon approval. The ordinance may be read at the Keota City Hall.

The City Clerk did the first reading of Ordinance No. 2020-275: AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE TRAFFIC CODE – SNOWMOBILES.

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

SECTION 1. Title III, Chapter 4, Section 95-100 is hereby repealed and the following adopted in lieu thereof:

3-4-95 PURPOSE The purpose of this chapter is to regulate the operation of snowmobiles within the City.

3-4-96 DEFINITIONS For use in this chapter the following terms are defined:

1. "Snowmobile" means a self-propelled vehicle designed for travel on snow or ice in a natural terrain steered by wheels, skis or runners

3-4-97 GENERAL REGULATIONS No person shall operate a snowmobile within the City in violation of the provisions of Chapter 321G of the Code of Iowa or rules established by the Natural Resource Commission of the Department of Natural Resources governing their registration, numbering, equipment and manner of operation. (Code of Iowa, Ch. 321G)

3-4-98 PLACES OF OPERATION The operators of snowmobiles shall comply with the following restrictions as to where snowmobiles may be operated within the City:

1. Streets. Snowmobiles shall be operated only upon streets which have not been plowed during the snow season and on such other streets as may be designated by resolution of the Council. (Code of Iowa, Sec. 321G.9[4a])

2. Exceptions. Snowmobiles may be operated on prohibited streets only under the following circumstances:

A. Emergencies. Snowmobiles may be operated on any street in an emergency during the period of time when and at locations where snow upon the roadway renders travel by conventional motor vehicles impractical. (Code of Iowa, Sec. 321G.9[4c])

- B. Direct Crossing. Snowmobiles may make a direct crossing of a prohibited street provided:

- (1) The crossing is made at an angle of approximately ninety degrees (90) to the direction of the street and at a place where no obstruction prevents a quick and safe crossing;
- (2) The snowmobile is brought to a complete stop before crossing the street;
- (3) The driver yields the right-of-way to all oncoming traffic which constitutes an immediate hazard; and
- (4) In crossing a divided street, the crossing is made only at an intersection of such street with another street. (Code of Iowa, Sec. 321G.9[2])

3. Parks and Other City Land. Snowmobiles shall not be operated in any park, playground or upon any other City-owned property without the express permission of the City. A snowmobile shall not be operated on any City land without a snow cover of at least one-tenth of one inch.
4. Sidewalk or Parking. Snowmobiles shall not be operated upon the public sidewalk or that portion of the street located between the curb line and the sidewalk or property line commonly referred to as the "parking" except for purposes of crossing the same to a public street upon which operation is authorized by this chapter.
- 3-4-99 NEGLIGENCE The owner and operator of a snowmobile is liable for any injury or damage occasioned by the negligent operation of the snowmobile. (Code of Iowa, Sec. 321G.18)
- 3-4-100 ACCIDENT REPORTS Whenever a snowmobile is involved in an accident resulting in injury or death to anyone or property damage amounting to Two Hundred Dollars (\$200.00) or more, either the operator or someone acting for the operator shall immediately notify a law enforcement officer and shall file an accident report within forty-eight (48) hours, in accordance with State law. (Code of Iowa, Sec. 321G.10)

Motion was made by Councilman Conrad to waive the second and third reading of Ordinance 275. Councilman Greiner seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

Motion was made by Councilman Burroughs to Approve Ordinance 275. Councilman Bender seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

The City Clerk did the first reading of 2020-276 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KEOTA, IOWA, 2017, BY AMENDING PROVISIONS PERTAINING TO THE TRAFFIC CODE – ALL-TERRAIN VEHICLES (ATVs) AND UTILITY TRAIL VEHICLES (UTVs). This ordinance would allow UTVs and ATVs on city streets in the City of Keota if registered with the City. There would be no registration fee. The full ordinance, if approved at an upcoming meeting, would be printed in its entirety upon approval. The ordinance may be read at the Keota City Hall.

Motion was made by Councilman Conrad to approve Resolution 2020-17: WAIVE THE RIGHT TO REVIEW PARCEL SPLIT WITHIN 2 MILES OF THE CITY LIMITS, AUDITORS PARCEL D IN WASHINGTON COUNTY. Councilman Bender seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

Motion was made by Councilman Burroughs to approve Resolution 2020-18: APPROVING CITY BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING ON JUNE 30, 2021. Councilman Conrad seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Bender, Hill; Nays – None; Abstain – None Absent – None. Motion passed with a unanimous vote.

Chris Heisdorffer and Ryan Sieren presented three bids to replace three doors for the Keota Fire Station. The Council reviewed the bids and requested that the fire department replace the two that need it the most and to try for a grant for the third door. Otherwise, to go ahead and have the doors replaced by W-3 Construction.

The Council requested that the city clerk contact the city attorney about starting the condemnation process for 306 West Broadway Avenue in Keota.

Clerk/Council/Mayor Comments: Spring Clean Up Day for the City of Keota will be on Saturday, April 18, 2020. The City was not given any dates to choose from, they were given this date only or to not have it at all. The clerk asked if the Council would like her to post the tentative Council Packet for the meetings online along with the agenda. They said to go ahead and do that. The clerk has been set up with remote access and email to prepare for the COVID-19 issues. She has requested to take half days and work from home or to take sick days for the afternoons that she wouldn't be at city hall. Councilman Greiner stated that he did not want her to use any sick days because with the schools closing and other closures the City shouldn't make employees take sick days if they need to be closed. The clerk was approved to work from home when necessary. Tentatively city hall will be open from 8:00-11:00 am to accept payments and do necessary day to day in office functions until further notice. Councilman Burroughs commented that Library Board Member Sandy Stephens has been volunteering at the library and learning the library system. He applauds her for taking it upon herself to do this. Councilman Hill stated that he will be taking inventory of the sidewalks in town to see which ones can be vacated and which ones should be repaired or replaced. Mayor Cansler stated that during this time the City of Keota will do what is recommended by Governor Reynolds in terms of the Corona Virus. For the residents – help your neighbors if you can by calling or checking on them. Take care of yourself and your family. But most of all, stay calm and use common sense. We will all get through this together.

Motion was made by Councilman Burroughs to adjourn at 9:12 p.m. Councilman Greiner seconded the motion. Motion passed with a unanimous vote. The City Council will next meet on Monday, April 6, 2020 with work session starting at 6:00 p.m. and the regular meeting to start at 7:00 p.m. If there is a need at that time to have an electronic meeting or conference call instead of a meeting at city hall the public will be notified.

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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 approve at the next council meeting. All documents mentioned in these minutes can be viewed during business hours at the Keota City Hall.