

Minutes
KEOTA CITY COUNCIL
225 E. BROADWAY AVE.
September 18th, 2023

Meeting was called to order at 7:00 pm by Mayor Cansler.

Amend Agenda – The request was made by Clerk Horras, with the addition of Resolution 2023-83 and the addition of a removal of a discussion/possible action item. Motion was made by Burroughs, 2nd by Bender, Conrad and McDonald were in favor. Greiner was absent.

Roll call: Mayor Cansler, Councilmen Bender, Conrad, Burroughs, and McDonald were present. City employees present were Horras, Harmsen and Librarian Griener. Public present at the meeting Karen Sypherd, Nick Mahan, Janie Westendorf, Jim Tinnes and Casey Jarmes from Sigourney New-Review.

Consent Agenda: Motion was made by Conrad to approve Consent Agenda, including Agenda, previous meeting minutes from September 5th Council Meeting - Budget review and payment of Bills. Burroughs 2nd the motion Bender & McDonald were in favor, and Greiner was absent.

Bills Paid August 6th thru September 18th, 2023

Checks

ALL AMERICAN PEST CONTROL	70.00	382031	9/18/23	Conger, Grace R.	40.00
COX SANITATION & RECYCLING INC	5,602.55	382032	9/18/23	GREINER, ASHLEY	44.00
FERGUSON WATERWORKS	261.31	382033	9/18/23	Greiner, Ava K.	40.00
FRENCH RENEKER ASSOCIATES INC	1,575.00	382034	9/18/23	GREINER, TONIA	1,205.50
HARRIS BOYS HEATING AND AIRCON	1,059.50	382035	9/18/23	HARMSEN, MICAH	4,733.33
JACK EAKINS	100.00	382036	9/18/23	Horras, Anyla A	8,367.00
MENARDS-Iowa City	499.80	382037	9/18/23	Kurth-Minard, Dawn M	273.50
Mid-America Publishing Corp	687.48	382038	9/18/23	Lye, Olivia S.	40.00
QUILL	116.36	382039	9/18/23	McCoid, Carl	0.00
SPECTRA BUILD	304,538.10	382040	9/18/23	Morris, Jake R.	45.00
USCELLULAR	137.83	382041	9/18/23	Purkeypile, Addison G.	40.00
US POSTAL SERVICE	185.00	382042	9/18/23	Sieren, Gavin	40.00
Vittetoe, Inc	53.25	382043	9/18/23	SLAUBAUGH, KEVIN L.	2,487.50
WINDSTREAM	246.74	382044	9/18/23	Sproule, Caden G.	61.75
				Swanson, Alaina	0.00
	=====				
	315,132.92				

Public Forum: Nick Mahan requested that a new trash can be put at the smaller park, with some sort of cover to help deter kids from pulling things out of the trash and throwing them all over. He stated that he picks up litter from this act daily. Clerk Horras stated that she could look at options from one of the vendors to bring to the next meeting.

Department Reports:

Public Works –Harmsen was absent. A representative from ION systems was there to share their report.

Water Plant-The softener has been regenerating automatically without issue since we installed the new solenoid.

Now that the softener is back to regenerating properly, we are going to perform some other maintenance to the unit. Primarily, we are going to do a caustic treatment to the media. There are a few reasons to do this, but the main reason has to do with keeping a better chlorine residual. This will not have any effect on the treated water during the time in which are doing the work and will not be a public health concern.

I have a bunch of left-over caustic soda from another project that we plan to use, so it will not be any added chemical cost to the city.

I'm going to start making plans for the lead service line inventory. This will probably involve the city sending out some surveys by mail to residents about the material of their water line coming into their home. This is a requirement by the DNR that needs to be done by October of 2024.

Lagoons-The diffusers have been fixed. Now that we know how to do it and we can get assistance from IRWA, we will no longer use Wagner for anything moving forward. We are going to be starting some of our yearly valve changes at the lagoons over the next few weeks. This is standard practice to ensure that the SAGRs get proper rotation.

Library – Greiner shared that the Story Walk was changed on Saturday. There were 22 kids in attendance for the movie on Sept. 9th and there will be another movie for the next early out on Wednesday. Board meeting the 26th.

Museum – Sypherd reported that Museum board will meet Wednesday to talk about the plan to gear up again in the Fall.

Clerk – Horras shared that there was a lot of training done the previous week with the gWorks program. The Accounts Payable module is running and the invoices at this meeting were all run through the new system, along with the checks to pay them. There has been training on the payroll module and Horras has entered all the employees and their information thus far. More training to come to get this module complete and to begin running payroll through gWorks. City Hall will be open until 5pm on Thursday for the final day of council nomination papers be turned in. Horras will be attending the IA League of Cities Conference in CR at the end of the week, but there has been coverage set for the Thursday opening requirement. There was a State Inspection done on the pool last Thursday, that was 5 1/2hrs long. The inspector was very thorough and took the time to explain exactly what he was looking for in the way of improvement/completion of various areas. This report has been shared with both the Engineer, Contractor and Splash to ensure that everyone is on the same page for successful remediation. The soft opening of the pool was a huge success. There was lots of feedback shared and notes were taken of any outages or areas that could be changed slightly to accommodate more residents. Overall, everyone was very happy with the new Aquatic Center and excited to get it fully up and running next Spring. Horras shared that there have been some questions about the various trainings and conferences, so she shared that these are all so far, required trainings for certification and conferences to also satisfy a portion of her Certification for a Government Financial Officer. These will be less as the years go on as she will have the core requirements met, but there still will be continued education to maintain that certification and for potential new projects as well. Councilman Burroughs asked the question of what has transpired from the Accounts Payable training and what Clerk Horras has found through this transition that will help clear up some audit offages that have come up for several years. Horras responded that there has been a cash offage within our reconciliation of anywhere from a few thousand dollars to over 900K. This is not a true offage, but within the Banyon system something was not pulling/transferring/settling correctly and appeared to be a significant cash difference in the monthly reconciliation. In working with the gWorks transition and the full set up of the different areas, Horras discovered that there are several times that transactions were put into Banyon without the "offset" to that transaction, so it was causing the Cash GLs to not receive that needed offset transaction to balance out. This is something that has happened for at least the last 4 years or more, and has been questioned by our state auditor on several occasions.

Horras is now sharing that information with our auditor so that it is no longer an outage on our audit and has worked to come to an acceptable balance between the Cash GLs with our overall true reconciliation balance to be able to start fresh in the new system. With all of the transactions put in and catch-up work done through the month of August, we are currently at a zero balance of difference in the are of our Cash GLs.

Resolutions and Ordinances:

Resolution 2023-81 Approval of Address for new house on S Fulton Ave. Motion to approve by Conrad, 2nd by Bender, Burroughs & McDonald in favor. Greiner absent.

Resolution 2023-82 Approval of Submission for KCEF Grant. Motion to approve by Bender, 2nd by McDonald, Burroughs & Conrad in favor. Greiner absent.

Resolution 2023-83 Approval of letter requesting funds from KU and Keota Aquatic Foundation. Motion to approve by Conrad, 2nd by McDonald, Burroughs & Bender in favor. Greiner absent.

New Business:

Discussion/Possible Action – Approval of all August City Employee Work/Benefit Time. Motion to approve by Burroughs, 2nd by McDonald, Bender and Conrad in favor. Greiner absent.

Debate/Possible Action – N&N Sanitation Contract possibility. Burroughs shared the breakdown of items that were put side by side for both N&N Sanitation and Cox Sanitation to look at all areas of both contracts. Following was a debate giving each Councilman a chance to give their feedback on both. Bender stated that he was aware of the complaints that have been shared about Cox, but looks at with the complaints, they would be the same with either company. Conrad agreed with Bender and also was not in favor of the overall extensive truck weight difference that would more than double our roads budget or the fuel surcharge increase that is pointed out in the N&N contract, with no discussion on it ever going back down. Burroughs shared that with the monthly difference of looking to \$10 a month with Cox and \$22 a month with N&N, we really need to look at the additional projects that will need a focus and potential increase as well. We have a water project that will most likely raise that rate, so increasing our recycle/garbage as well, would be too much for the residents. McDonald agreed with all the feedback that was given by the other council members. Per Council Vote, it was all in favor of no further action to be taken with N&N Sanitation.

Debate/Possible Action – Cox Sanitation Contract renewal. Motion to sign the 5-year contract and continue with Cox Sanitation was made by Conrad, 2nd by Bender with Burroughs in favor. McDonald abstained and Greiner was absent.

Discussion/Possible Action – Hinkel Building and Further Information sharing. Councilman Conrad shared the concern of the overall structural integrity of the full Hinkel Building in light of there being a potential request to do some project work on the West side of the building. In order to fully sign off on any projects and be confident in any decisions to do so, the area of the back of the building that appears to be shifting in on the West side of the building and a few other areas of complaint needed to be looked at to ensure the overall integrity of the building structurally. This is something that Conrad proposed that the City hire done, the City would be responsible for the cost of the inspection and then any findings or potential areas of concern would then be passed on to the owner of the side of the building that the area falls under and would be that said owner's responsibility to find remediation and to fund that remediation. It is the responsibility of the City and Council to ensure that our residents are safe and that the buildings that are requesting permits be structurally sound, so as the Building Officer for our City, Conrad asked for a motion to move forward with VJ Engineering to come in and perform the inspection of the building. This inspection report would then be shared with each owner and there will be a 90-day time frame for any and all remediation to be done or scheduled to be done within a suitable timeframe, following those 90 days. This would be shared with each owner prior to the inspection as well. A motion to make the City of Keota the client as it pertains to acquiring a structural inspection and associated costs on the Hinkel building, was made by Burroughs, 2nd was given by Bender, McDonald and Conrad were in favor. Greiner absent.

Discussion/Sharing with Community – City Clerk to share information on land purchase and potential use of the land for transparency. Clerk Horras shared that there has been some questions and concerns with the closed session recently and to follow up on what Mayor Cansler shared in the last meeting, there is various reasons for these meetings. One of the reasons would be for potential real estate purchases and that is what some of the recent sessions have been about. With that, Horras shared that the City has entered into a purchase agreement with Dan Huber to purchase his full property at 502 S Green St. The City plans to purchase this property on 10/03 and will begin to clear off the land with the removal of the trailers and all by the garage. The property will then be utilized to continue the cities recreation park area and items such as a dog park, pickleball court, etc. are all being looked at. Horras shared that she has submitted for a grant that would total \$20K to help with this project and the potential addition of more green space that will be announce in late October.

Mayor Comments: Mayor Cansler shared that the Police Office has been cleared out and all evidence, files, etc. have been removed. Keokuk County Sherriff does not have room for the evidence, so Cansler is working with Doug Conrad to get a court order for destruction of all evidence that can be destroyed and is no longer needed. Evidence and files that need to be kept or are still in an ongoing investigation will then be shifted to either Keokuk or Washington County Sherriff's offices to remove from Keota all together. For now, those items are locked in City Hall for safe keeping.

Adjournment: Motion made to adjourn meeting by Burroughs, 2nd by Conrad with Bender and McDonald in favor. Time 8:16pm.

Next regular meeting, October 2nd, 2023 at 7:00 pm.

Attest:

Mayor Anthony Cansler

City Clerk Alycia A Horras