

## OCTOBER 17, 2016

The Keota City Council met on October 17, 2016, at city hall. The meeting was called to order at 7:00 P.M. by Mayor Anthony Cansler.

Council members answering roll call were Davis, Hill, Greiner, Westendorf and Conrad. City employees present were Conrad and Osweiler. Slaubaugh was at a conference. Dan Flynn; Jim Tinnes; Fred Heisdorffer; and Amie Van Patten, *The Keota Eagle*; were also in attendance.

Motion was made by Conrad to approve the agenda, Westendorf seconded the motion. Motion passed with a unanimous vote.

Motion was made by Hill, seconded by Westendorf to approve the minutes from the previous meeting. Motion carried unanimously.

There was no public work's report due to Slaubaugh being at a conference.

Officer Conrad submitted the following report for the police department. He issued no citation. He had twelve complaints/service calls: burglary, theft, disorderly conduct, assist/service, attempt to locate, civil dispute, two misc. investigations, animal, two traffic violations and harassment. Officer Conrad said things are starting to slow down and he will be taking vacation in November. He is working on the suspected meth lab and will be helping the Sigourney police department. Davis asked about the charges filed against H. Myers for her dog. Officer Conrad said she pled guilty to one charge and not guilty to the other three charges; a court date has been set. The property at 401 East Keokuk Avenue has been tested and now they are waiting on the results. To his knowledge 401 East Keokuk has been vacated on both sides. He was asked to talk with the owner of the geese that are running at large and soiling in neighboring properties. Motion was made by Hill, seconded by Conrad to approve the police department's report. Motion carried unanimously.

Scott Flynn, city attorney, drafted a letter with three options the council may pursue regarding the property at 111 North Green Street. The council read through the letter and discussed each option. They will start with using the property maintenance and nuisance code. The building official will send the contract and deed holder a letter regarding the properties violations and set time frame to have the violations corrected in. The council will discuss this matter after the letter is sent to see what their next step will be if the violations are not corrected.

Osweiler looked into what other communities are doing for temporary reserved parking for businesses. Some communities have permitted parking and others have reserved parking for a businesses. Each option makes it the businesses responsibility to mark their parking spots. The council will keep this information in mind if they have to revisit reserved parking issues.

Motion was made by Conrad to approve CDBG Draw for Sewer Plant Administration, Hill seconded the motion. Motion passed with a unanimous vote.

The council discussed the requirements all interested parties must have in order to submit a bid for the 2017 municipal cemetery mowing and maintenance. All parties must be at least 18 years of age, purchase their own equipment and have insurance to cover any damages they cause at the cemetery. All bids must be sealed and turned into city hall by 4 p.m. on December 2, 2016. Bids will be opened at the December 5, 2016, council meeting and the contract will be awarded at the December 19, 2016, council meeting. Motion was made by Conrad to approve running the ad in *The Keota Eagle* with the above detail, Davis seconded the motion. Motion passed with a unanimous vote.

Motion was made by Westendorf to approve Keota Eagle Foods liquor license, Conrad seconded the motion. Motion passed with a unanimous vote.

Due to the new overtime rule set by the U.S. Department of Labor the council looked into which employee(s) it will affect and how they are going to adjust to comply with it. It only affects one employee and that employee will become hourly as of December 1, 2016, and will accumulate time and half for any hours worked after the designated 40 hours per week. The accumulated time may be taken off at a later time approved by council. This change will be made by resolution at the next council meeting.

Motion was made by Davis to approve the September financial presented below, Westendorf seconded the motion. Motion passed with a unanimous vote.

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIPTS</u>	<u>EXPENDITURES</u>	<u>END BALANCE</u>
LIBRARY CD 1	38597.9			38597.9
LIBRARY CD 2	30365.97			30365.97
SEWER CD	142398.69			142398.69
SEWER VEH CD	19759.75			19759.75
WATER CD	66475.08			66475.08
WATER VEH CD	412.16			412.16
DARE	423.1			423.1
POLICE FORFEITURE	772.49			772.49
GEN FD INV	1429.79	0.18		1429.97
GEN FD LIBR INV	4913.25	0.61		4913.86
LIB BUILDING	1287.53	0.16		1287.69
LIB MEMORIALS	301.23	0.16		301.39
PERPETUAL CARE FUND	5616	0.69		5616.69
POLICE VEHICLE INV	12390.04	1.53		12391.57
PARK & CEM VEH	7495.77	0.92		7496.69
CITY HALL BLDG RPR	15961.17	1.97		15963.14
CIVIL DEFENSE FU	3131.87	0.39		3132.26
TENNIS COURT PARK	179.82	0.02		179.84
WILSON MEMORIAL LIB	17335.37	2.14		17337.51
T&A METER INV	22352.25	2.76		22355.01
SIDEWALK SAVINGS	4826.08	4653.32		9479.4
WTR VEH SAVINGS	9835.52	4655.85		14491.37
WTR TWR MAIN SAVINGS	2003.78	4502.83		6506.61
SEWER VEH SAVINGS	5009.42	1002.93		6012.35
SNOW EQUIPMENT SAVINGS	0	2500.99		2500.99
CHECKING	232760.66	94191.28	51491.08	275460.86
GENERAL		29159.52	26746.04	
TRANS. IN				
TRANS. OUT			12837.5	
DARE		0	0	
ROAD USE		13013.53	5359.59	
TRANS. IN				
EMPLOYEE BENEFITS		5408.23	6059.77	
DEBT SERVICE		1150.69	0	
CAPITAL IMPROV RESER		1121.68	0	
LIBRARY		15441.6	3746.17	
TRANS. IN		12837.5		
LIBRARY MUSEUM		0	0	
WATER		28081.93	13924.67	

TRANS. IN			
TRANS. OUT			
CP. WTR. TRTMNT. PLANT	0	0	
TRANS. IN			
CP. WTR. TOWER	0	0	
TRANS. IN			
CP. WTR. MAIN DAVIS ST	0	0	
TRANS. IN			
CP. WTR MAIN			
BROAD/DAVIS	0	0	
UTILITY DEPOSITS	1202.76	578.72	
TRANS. IN			
TRANS. OUT			
SEWER	12752.05	6276.73	
TRANS. IN			
SEWER EXT-BROADWAY	0	0	
TRANS. IN			
SEWER PLANT UPGRADE	0	0	
TRANS. IN			
	<b>TOTAL</b>	<b>107331.99</b>	<b>62691.69</b>
	<b>TOTAL T.I.</b>	<b>12837.5</b>	<b>TOTAL T.O.</b>
			<b>12837.5</b>

Motion was made by Westendorf to approve the payment of bills listed below, Greiner seconded the motion. Motion passed with a unanimous vote.

Oswailer reminded the council/mayor she will be at a conference on October 20<sup>th</sup> and city hall will be closed.

Greiner is going to talk with H. McDonald about his patrons using the entry way to the cemetery as place to turn around. They are causing the holes to become larger and offsetting the purpose of the city filling them with rock.

Conrad ask that Jim Dickinson attend the next council meeting to discuss updated the city property maintenance code to the 2015 International Property Maintenance Code.

Mayor Cansler received a request from Juniper to close the cemetery gates early on October 31<sup>st</sup>. The council had no issue with this request. He would like to do employee evaluated at the end of November and beginning of December. Frederick and Slaubaugh will have their evaluations on November 21<sup>st</sup> starting at 6:30 and Conrad and Oswailer will have theirs on December 5<sup>th</sup> starting at 6:30. Evaluation forms will be handed out to the council members at the next meeting.

Motion was made by Hill seconded by Westendorf to adjourn. Motion carried unanimously. Meeting adjourned at 7:53 P.M. The next regular scheduled council meeting will be on November 7, 2016, in city hall at 7 p.m.

---

MAYOR ANTHONY CANSLER

ATTEST:

---

CITY CLERK NIKI OSWEILER