

DECEMBER 5, 2016

The Keota City Council met on December 5, 2016, at city hall. The meeting was called to order at 6:32 P.M. by Mayor Anthony Cansler.

Council members answering roll call were Davis, Westendorf, Greiner, Hill and Conrad. City employees present were Conrad and Osweiler. Slaubaugh was not able to attend due to being on vacation. John Butters, *The Washington Evening Journal*; 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.

Officer Conrad asked that his employee evaluation be done in closed session per Iowa Code 21.5.1.i. Motion was made by Greiner, seconded by Hill to go into closed session for Officer Conrad's employee evaluation. A roll call vote was taken: "Ayes"-Hill, Davis, Conrad, Westendorf & Greiner; "Nays"-None. Motion passed with a unanimous vote. Meeting went into closed session at 6:33 p.m. Motion was made by Davis to close the closed session and go back into open session, Westendorf seconded the motion. A roll call vote was taken: "Ayes"-Hill, Davis, Conrad, Westendorf & Greiner; "Nays"-None. Motion passed with a unanimous vote.

Mayor Cansler called the regular meeting back to order immediately following the closed session at 6:45 p.m.

Officer Conrad presented the following police department report. He assisted with a standoff and will be doing his best to use his vacation by the end of the year. He issued no citations. There were eight complaints and service calls he responded to: burglary, disorderly conduct, two assist/service, three civil disputes and animal. Mayor Cansler asked what the burglary entailed. Officer Conrad said it was items missing from a garage. Motion was made by Westendorf to approve the police departments report, Conrad seconded the motion. Motion passed with a unanimous vote.

The mayor went over Osweiler's employee evaluation and how the scoring is done. She received a four in job knowledge, five in work quality/use of time, five in safety/housekeeping, five in initiative/self motivation/attitude, four in communication/listening skills/public contact and five in dependability/attendance/punctuality. She was encouraged to continue to keep learning about her position and to ask for help when needed with customers that cause issues.

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

Slaubaugh was on vacation. There was one bid submitted for the tear down of 206 South Ellis Street. Motion was made by Westendorf, seconded by Davis to approve Jamey Waterhouse Construction as the contractor for the tear down of 206 South Ellis Street. Motion passed with a unanimous vote. There were four bids submitted for the 2017 maintenance of the cemetery. Mayor Cansler opened each one; they ranged from \$14,500 to \$20,000. The council discussed each one and asked Hill to describe what traits are needed, kind of work that is done and types of equipment needed. Motion was made by Davis to approve Jeff and Carrie Garman (lowest bid) as the contractor for the 2017 cemetery maintenance, Westendorf seconded the motion. A roll call vote was taken: "Ayes"- Davis, Conrad and Westendorf; "Nays"-None and "Abstain"-Hill and Greiner. Hill and Greiner abstained due to a conflict of interest. Motion passed with a majority vote.

The council discussed what information they would like on the paver at the VFW Memorial site for Officer Douglas Bell. They ask that the information be obtained and contact with D.Hobschedit be made to discuss his thoughts on the wording, too. This motion was tabled until the information is gathered and presented at the next

council meeting.

Motion was made by Westendorf to approve Resolution 2016-24: A Resolution Accepting the Voluntary Agreement & Consent for Demolition & Clearing of 206 South Ellis Street, Conrad seconded the motion. A roll call vote was taken: “Ayes”-Hill, Davis, Conrad, Westendorf & Greiner; “Nays”-None. Motion passed with a unanimous vote.

Davis informed the council that the draft for Ordinance 257 was not completed due to more information needed from the council. She presented the questions that need to be answered before the ordinance draft is completed. The council will have the building official and rental inspector review these questions.

Motion was made by Westendorf to approve the L.L. Pelling 2017 prices, Greiner seconded the motion. Motion passed with a unanimous vote.

Motion was made by Davis to set the public hearing for annexation of 2030, 2034 & 2038 Keokuk-Washington Road for January 16, 2017, at 7 p.m. in city hall; Greiner seconded the motion. Motion passed with a unanimous vote. Mayor Cansler ask that Attorney Flynn be present for this public hearing, too.

Oswailer presented the November Financial report below. Motion was made by Davis to approve the November Financial Report, 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	9.62		38607.52
LIBRARY CD 2	30365.97	7.57		30373.54
SEWER CD	142398.69	71		142469.69
SEWER VEH CD	19759.75			19759.75
WATER CD	66475.08			66475.08
WATER VEH CD	412.16	0.31		412.47
DARE	423.1			423.1
POLICE FORFEITURE	772.49			772.49
GEN FD INV	1430.15	0.18		1430.33
GEN FD LIBR INV	4914.49	0.61		4915.1
LIB BUILDING	1287.85	0.16		1288.01
LIB MEMORIALS	301.39			301.39
PERPETUAL CARE FUND	5617.41	400.73		6018.14
POLICE VEHICLE INV	12393.15	1.53		12394.68
PARK & CEM VEH	7497.64	0.92		7498.56
CITY HALL BLDG RPR	15965.17	1.97		15967.14
CIVIL DEFENSE FU	3132.66	0.39		3133.05
TENNIS COURT PARK	179.86	0.02		179.88
WILSON MEMORIAL LIB	17339.72	2.14		17341.86
T&A METER INV	22357.86	2.76		22360.62
SIDEWALK SAVINGS	9479.40			9479.4
WTR VEH SAVINGS	14491.37			14491.37
WTR TWR MAIN SAVINGS	6506.61			6506.61
SEWER VEH SAVINGS	6012.35			6012.35
SNOW EQUIPMENT SAVINGS	2500.99			2500.99
CHECKING	407595.68	109982.98	82676.86	434901.8
GENERAL		51993.44	41764.44	
TRANS. IN				
TRANS. OUT			13119.9	
DARE		0		0

ROAD USE	11256.21	18053.19	
TRANS. IN	13119.9		
EMPLOYEE BENEFITS	4535.71	6062.75	
DEBT SERVICE	965.06	0	
CAPITAL IMPROV RESER	940.71	0	
LIBRARY	271.24	4375.45	
TRANS. IN			
LIBRARY MUSEUM	0	0	
WATER	25993.7	8487.86	
TRANS. IN			
TRANS. OUT			
CP. WTR. TRTMNT. PLANT	0	0	
TRANS. IN			
CP. WTR. TOWER	0	0	
TRANS. IN			
CP. WTR. MAIN DAVIS ST	1521	0	
TRANS. IN			
CP. WTR MAIN			
BROAD/DAVIS		0	
UTILITY DEPOSITS	602.76	593.32	
TRANS. IN			
TRANS. OUT			
SEWER	12653.79	5911.42	
TRANS. IN			
SEWER EXT-BROADWAY	0	0	
TRANS. IN			
SEWER PLANT UPGRADE	0	0	
TRANS. IN			
	TOTAL	110733.62	85248.43
	TOTAL T.I.	13119.9	TOTAL T.O.
			13119.9

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

Oswailer asked for the morning of December 8 & 16 off and a few hours on December 13th. The council agreed to these requests, but ask that she post it.

Oswailer ask that all council members submit their extra meetings to her by December 14th at noon, so they may be paid for them.

There will be a budget meeting for revenues on January 9th at 6:30 in city hall, budget meeting for expenses on January 23rd at 6:30 in city hall and a pool meeting on January 30th at 6:30 in city hall.

Greiner ask that a letter be sent to 201 South Davis regarding their broken windows. Conrad is going to be present for the second testing of 401 East Keokuk Avenue when it takes place. Conrad ask about the waste water system upgrade and how the CDBG grant money is affected if it is not drawn from within a year. Oswailer will contact the engineer to get answers for these questions.

Motion was made by Greiner seconded by Hill to adjourn. Motion carried unanimously. Meeting adjourned at 8:01 P.M. The next regular scheduled council meeting will be on December 19, 2016, in city hall at 6:30 p.m. There will be employee evaluations for Frederick and Slaubugh at the start of the meeting with anticipated closed session, the rest of the meeting is anticipated to start at 7 p.m.

MAYOR ANTHONY CANSLER

ATTEST:

CITY CLERK NIKI OSWEILER