

October 21, 2019

The Keota City Council met on October 21, 2019, at the Keota City Hall. The work session was called to order at 6:00 p.m. by Mayor Anthony Cansler

Council Members answering roll call were: Scott Westendorf, Keith Conrad, Mike Bender and Rod Hill. City employee present was Tomisha Hammes. City Attorney Trevaniel Temple was also in attendance.

The Salvage Ordinance was reviewed with the City Attorney Trevaniel Temple.

Motion was made by Scott Westendorf to adjourn the work session at 6:57 p.m. Mike Bender seconded the motion. Motion passed with a majority vote.

The Keota City Council Meeting was called to order at 7:00 p.m. by Mayor Anthony Cansler.

Council members answering roll call were: Matt Greiner, Scott Westendorf, Keith Conrad, Mike Bender, and Rod Hill. City Employees present were Doug Conrad, Kevin Slaubaugh and Tomisha Hammes. Also in attendance was Kathy Davis, Jim Tinnis, Ryan Fagen, Heath McDonald, Sheila Horras and Dan Flynn.

Motion was made by Keith Conrad to approve the consent agenda including the minutes from the October 7, 2019 meeting, payment of bills, and September month end financials. Mike Bender seconded the motion. Motion passed with a unanimous vote.

CITY OF KEOTA
OCTOBER 21, 2019 COUNCIL MEETING
FOR PERIOD OCTOBER 8, 2019 - OCTOBER 21, 2019

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,793.78	Payroll
GREINER, ASHLEY	\$50.44	Payroll
GREINER, TONIA	\$796.84	Payroll
HAMMES, TOMISHA	\$1,025.28	Payroll
MILLER, KEVIN	\$1,207.48	Payroll
SLAUBAUGH, KEVIN L.	\$1,446.62	Payroll
EFTPS	\$1,915.44	Employee Withholdings
AREA 15 MCHA	\$140.00	Rental Inspections
WELLMARK BLUE CROSS BLUE SHIELD	\$9,864.14	Employee Health Benefits
WINDSTREAM	\$189.11	All Dept. Phone/Fax
IOWA LEAGUE OF CITIES	\$50.00	Budget Workshop
CASH	\$75.00	Petty Cash Drawer - Postage
JENNIFER CLELAND	\$5.60	Finalized Bill - Deposit Refund
TREMMELE BACKHOE SERVICE	\$300.00	Disconnect Lines 312 N. Davis St.
TREMMELE BACKHOE SERVICE	\$330.00	Fix Sink Hole at 113 N. Ellis St.
JAMES WATERHOUSE CONST. INC	\$4,200.00	Clear & Tile N. Carpenter St. Alley
SINCLAIR TRACTOR	\$133.11	All Dept. Skid Loader Maintenance
TEMPLE LAW FIRM PLC	\$1,350.00	Employee Handbook Review
TEMPLE LAW FIRM PLC	\$300.00	Junk Ordinance Revisions
IOWA ONE CALL	\$19.80	Water/Sewer Line Locates
CARSON'S HEATING	\$94.43	Library - Boiler Check/Oiled
MUELLER SYSTEMS	\$37.70	Water Valve
WATER SOLUTIONS	\$75.00	Water - Hypochloride

TOTAL \$25,399.77

September Month End Financials

Sep-19

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$38,999.02			\$38,999.02
LIBRARY CD 2	\$30,658.62			\$30,658.62
SEWER CD	\$143,986.22			\$143,986.22
SEWER VEH CD	\$20,103.45			\$20,103.45
WATER CD	\$67,834.12			\$67,834.12
WATER VEH CD	\$417.84			\$417.84
DARE	\$1,278.27		\$500.65	\$777.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,445.95	\$0.55		\$1,446.50
GEN FD LIBR INV	\$4,968.80	\$1.87		\$4,970.67
LIB BUILDING	\$1,302.08	\$0.49		\$1,302.57
LIB MEMORIALS	\$304.91	\$0.44		\$305.35
PERPETUAL CARE FUND	\$7,496.48	\$2.82		\$7,499.30
POLICE VEHICLE INV	\$22,256.86	\$8.38		\$22,265.24
PARK & CEM VEH	\$8,589.91	\$3.24		\$8,593.15
CITY HALL BLDG RPR	\$19,170.03	\$7.22		\$19,177.25
CIVIL DEFENSE FU	\$3,167.24	\$1.19		\$3,168.43
KEOTA DAYCARE	\$1,187.27	\$0.45		\$1,187.72
WILSON MEMORIAL LIB	\$17,531.09	\$6.60		\$17,537.69
T&A METER INV	\$23,614.15	\$8.90		\$23,623.05
SIDEWALK SAVINGS	\$14,473.95	\$20.81		\$14,494.76
WTR VEH SAVINGS	\$24,382.35	\$35.06		\$24,417.41
WTR TWR MAIN SAVINGS	\$9,611.00	\$13.82		\$9,624.82
SEWER VEH SAVINGS	\$8,091.83	\$11.64		\$8,103.47
SNOW EQUIPMENT SAVINGS	\$5,054.04	\$7.27		\$5,061.31
CHECKING	\$214,269.90	\$94,471.55	\$153,508.58	\$155,232.87
GENERAL		\$9,816.24	\$26,483.92	
GENERAL - LOCAL				
OPTION		\$5,922.21		
DARE		\$28.00		
ROAD USE		\$14,497.24	\$2,695.17	
EMPLOYEE BENEFITS		\$18,439.23	\$1,706.88	
DEBT SERVICE		\$929.11		
CAPITAL IMPROV RESER		\$500.33		
LIBRARY		\$49.64	\$6,579.04	
LIBRARY MUSEUM				
WATER		\$25,931.79	\$9,230.83	
CP. WTR. TRTMNT. PLANT				
CP. WTR. TOWER				
CP. WTR. MAIN DAVIS ST				
CP. WTR MAIN				
BROAD/DAVIS				
UTILITY DEPOSITS		\$600.00	\$137.62	
SEWER		\$17,458.30	\$7,815.89	
SEWER EXT-BROADWAY				
SEWER PLANT UPGRADE			\$87,480.72	
TOTAL				\$631,360.94

Citizens Forum: Jim Tinnes had some concerns with the North Carpenter Street alley not getting gravel until next budget year. He stated that he would be willing to haul and pay for the gravel now and bill the city for it in July. The reason the city was unable to gravel it now was due to budget constraints. The Council discussed this idea and told Kevin Slaubaugh to call Jamey Waterhouse and have him build up the road to allow for water flow and told Jim Tinnes to haul the rock if he was willing to do that.

Public Works Director Kevin Slaubaugh gave his public works report. He stated that the North Carpenter Street alley had been cleared and tiled with non-perforated tile. Slaubaugh talked to the DNR about the trench that was dug by the alley and they stated they would take a look at it next time they were in town. The sidewalk in from the SDF Property LLC building, 204 E. Broadway Avenue, will be torn out and replaced this week. The City will be replacing a water line at 213 N. Fulton Street because it is lead pipe. The Ball Associations project at the ball field looks complete. Slaubaugh stated that the gravel and dirt was left onsite. The City will be hauling gravel to the city property behind Keota Transmission and Repair. Erik Strand is paying for the gravel and the City will haul it. Motion was made by Scott Westendorf to approve the Public Works Report. Keith Conrad seconded the motion. Motion passed with a unanimous vote.

Officer Doug Conrad gave his Police Report. Report period October 1 through October 17, 2019: Complaints/Service Calls – 28; Citations – 3. Complaints/Service Calls: Two burglary, three theft, one simple assault, two weapons, two sex offenses, one other criminal violations, one suspicion, one suicide/statement, one accident (traffic), five assist and serve, two attempt to locate, three dog/cat/misc. animal, one wildlife, one vehicles (abandoned), two domestic abuse. Citations: One Domestic Abuse 1st Offense, one harassment 3rd degree, and one attempted burglary 2nd degree. Motion was made by Keith Conrad to approve the police report. Scott Westendorf seconded the motion. Motion passed with a unanimous vote.

Motion was made by Keith Conrad to approve the purchase agreement for 201 South Davis Street. Scott Westendorf seconded the motion. Motion passed with a unanimous vote.

The city clerk presented the list of rental inspections that were set for this year. There were issues with landlords not allowing the inspector into the properties, no shows for landlords or tenants for the inspections, and no shows for the re-inspections. The clerk asked the Council how they would like her to proceed with the inspections as only four have passed and have permits. According to the City of Keota Municipal Codebook of Ordinances; Title VII Special Ordinances; Chapter 4 Property Maintenance Code; Section 3 Residential Rental Inspections 6-25-906 states that failure to obtain a rental permit serves a basis for refusal to provide water service or to discontinue water service. A record title holder, contract buyer/or agent who allows a tenant to occupy rental real estate without having secured a rental permit shall be guilty of a simple misdemeanor or municipal infraction. The Council requested that the city clerk reschedule any properties that did not comply and send the landlord the ordinance letting them know that they need to comply with the city's ordinance moving forward with the rental inspections.

Clerk/Council/Mayor Comments: The city clerk handed out the evaluation forms for the city employees. The Councilmen are to fill them out and resubmit to city hall for the Mayor to review. Employee evaluations will then be done at the last meeting in November and the first meeting in December. The clerk also stated that there are some changes with the budget timeline. There will need to be two public hearing prior to approving the budget in 2020. She will be attending a budget meeting in November to get more information on how the new timeline will work. Keith Conrad stated that there will be a Zoning Meeting to rezone 105 N. Davis Street from residential to commercial to help with the downtown business district growth.

Motion was made by Keith Conrad to adjourn the meeting at 8:03 p.m. Scott Westendorf seconded the motion. Motion passed with a unanimous vote. The Keota City Council will meet on Monday, November 4, 2019 at 7:00 p.m. work session will start at 6:00 p.m.

MAYOR ANTHONY CANSLER

ATTEST:

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.