

December 16, 2019

The Keota City Council met on December 16, 2019, at the Keota City Hall. Councilman Scott Westendorf signed a letter of resignation as of December 9, 2019 due to moving outside the city limits of Keota. The Oath of Office was given to Curt Burroughs for Council and Anthony Cansler for Mayor. The meeting was then called to order by Mayor Anthony Cansler at 6:31 p.m.

Council Members answering roll call were: Curt Burroughs, Keith Conrad, Mike Bender and Rod Hill. City Employee present was Tomisha Hammes.

City Clerk Tomisha Hammes was given her employee evaluation.

Matt Greiner arrived at 6:46 p.m. and was given his Oath of Office. Officer Doug Conrad arrived for his evaluation.

Doug Conrad requested to go into closed session for his evaluation per Iowa Code 21.5.1.i. Motion was made by Keith Conrad to go into closed session. Mike 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. Meeting went into closed session at 6:48 p.m.

Motion was made by Keith Conrad to end closed session. Mike 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. Closed session ended at 7:22 p.m.

The regular meeting was called back into order. Those also in attendance were Nick Mahan, Chris Flander, Jane Flander, Jim Tinnes, Mary Pat Redlinger, Trenton Redlinger, Tom Hahn, Karen Sypherd, Jerilyn Klein, Dan Flynn, Nick Beinhart, and Sheila Horras.

Motion was made by Keith Conrad to approve the consent agenda including the minutes from the December 2, 2019 meeting, payment of bills, and November month end financials. Mike Bender seconded the motion. Motion passed with a unanimous vote.

**CITY OF KEOTA
DECEMBER 16, 2019 COUNCIL MEETING
FOR PERIOD DECEMBER 3, 2019 - DECEMBER 16, 2019**

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
BENDER, MIKE	\$1,066.64	Payroll
CONRAD, DOUGLAS L.	\$1,793.78	Payroll
CONRAD, KEITH	\$1,971.29	Payroll
GREINER, ASHLEY	\$25.22	Payroll
GREINER, MATT	\$905.03	Payroll
GREINER, TONIA	\$744.79	Payroll
HAMMES, TOMISHA	\$1,025.28	Payroll
HILL, ROD	\$713.02	Payroll
MILLER, KEVIN	\$1,207.48	Payroll
SLAUBAUGH, KEVIN L.	\$1,446.62	Payroll
WESTENDORF, SCOTT	\$711.09	Payroll
EFTPS	\$2,617.29	Employee Withholdings
DAN FLYNN	\$150.00	Museum - Display Case
REDLINGER REPAIR	\$450.00	Museum - Pig Stand
US CELLULAR	\$278.63	All Dept. Cell Phones
COX SANITATION	\$3,265.00	Garbage - Pick Up/Bags
KEOKUK CO. ABSTRACT CO. ION ENVIRONMENTAL SOLUTIONS	\$800.00	508 N. Davis Street Abstract
COUNTY LINE MART	\$1,745.20	Water/Sewer - Labs
	\$145.57	Police - Veh. O & M

ALL AMERICAN PEST CONTROL	\$89.00	City Hall/Shop - Quarterly Pest Control
KEOTA EAGLE FOODS	\$7.38	Water/Sewer - Janitorial Supplies
MALLEY HARDWARE	\$88.60	All Dept. Supplies
FARMERS COOP ASSN.	\$374.19	All Dept. Veh. O & M
GREGG PHIPPS	\$30.04	Finalized Bill Refund
TEMPLE LAW OFFICE	\$200.00	Purchase Agreement for 105 N. Davis St.
TEMPLE LAW OFFICE	\$270.00	Advocates Resolution Streets - Gravel N. Carpenter St.
RIVER PRODUCTS CO.	\$479.76	Alley
KEOTA FIRE DEPT.	\$12,729.37	Annual Payment
WINDSTREAM	\$198.82	All Dept. Phone/Fax

TOTAL \$34,462.45

Nov-19

FUND	BEGINNING BALANCE	RECEIPTS	EXPENDITURES	END BALANCE
LIBRARY CD 1	\$38,999.02	\$87.51		\$39,086.53
LIBRARY CD 2	\$30,658.62	\$68.79		\$30,727.41
SEWER CD	\$144,309.30			\$144,309.30
SEWER VEH CD	\$20,103.45			\$20,103.45
WATER CD	\$67,834.12			\$67,834.12
WATER VEH CD	\$417.84	\$2.95		\$420.79
DARE	\$777.62			\$777.62
POLICE FORFEITURE	\$572.49			\$572.49
GEN FD INV	\$1,446.87	\$0.36		\$1,447.23
GEN FD LIBR INV	\$4,971.94	\$1.23		\$4,973.17
LIB BUILDING	\$1,303.22	\$0.32		\$1,303.22
LIB MEMORIALS	\$305.35			\$305.35
PERPETUAL CARE FUND	\$7,501.21	\$1.85		\$7,503.06
POLICE VEHICLE INV	\$22,270.91	\$5.49		\$22,276.40
PARK & CEM VEH	\$8,595.34	\$2.12		\$8,597.46
CITY HALL BLDG RPR	\$19,182.14	\$4.73		\$19,186.87
CIVIL DEFENSE FU	\$3,169.24	\$0.78		\$3,170.02
KEOTA DAYCARE	\$1,188.02	\$0.29		\$1,188.31
WILSON MEMORIAL LIB	\$17,542.16	\$4.33		\$17,546.49
T&A METER INV	\$23,629.07	\$5.83		\$23,634.90
SIDEWALK SAVINGS	\$14,494.76			\$14,494.76
WTR VEH SAVINGS	\$24,417.41			\$24,417.41
WTR TWR MAIN SAVINGS	\$9,624.82			\$9,624.82
SEWER VEH SAVINGS	\$8,103.47			\$8,103.47
SNOW EQUIPMENT SAVINGS	\$5,061.31			\$5,061.31
CHECKING GENERAL	\$348,199.51	\$197,619.46	\$109,798.27	\$436,020.70
GENERAL - LOCAL		\$7,691.33	\$16,143.97	
OPTION DARE		\$1,902.13		
ROAD USE		\$11,068.52	\$3,740.57	
EMPLOYEE BENEFITS		\$11,439.01	\$8,251.35	
DEBT SERVICE		\$576.38		

CAPITAL IMPROV		
RESER	\$620.78	
LIBRARY	\$8,825.26	\$4,613.62
LIBRARY MUSEUM		
WATER	\$26,474.28	\$16,936.98
CP. WTR. TRTMNT.		
PLANT		
CP. WTR. TOWER		
CP. WTR. MAIN DAVIS		
ST		
CP. WTR MAIN		
BROAD/DAVIS		
UTILITY DEPOSITS	\$800.00	\$222.14
SEWER	\$17,722.70	\$9,106.11
SEWER EXT-BROADWAY		
SEWER PLANT UPGRADE	\$110,571.00	
TOTAL		\$912,686.66

Citizens Forum: Jim Tinnes thanked the Council and Mayor for the thank you note he received in regards to cleaning up the lot he owned. He also asked for any updates on the Salvage Yard Ordinance. The Council will review it with the new Councilman at the January 6, 2020 work session. Nick Mahan asked the Council when their budget meetings would be or if they had already had them. The Mayor stated that there will be expenditures meeting on January 15, 2020 and the revenues will be reviewed at the January 20, 2020 meeting.

Motion was made by Mike Bender to table the Public Works Report. Rod Hill seconded the motion. Motion passed with a unanimous vote.

Motion was made by Mike Bender to approve the written Police Report. Rod Hill seconded the motion. Motion passed with a unanimous vote. Report period November 27 through December 10, 2019: Complaints/Service Calls – 11: one burglary, one theft, one sex offense, one family and children, three other criminal, one accident (traffic), one assist and serve, one misc. complaints, one lost and found; Citations – 3: public intoxication, indecent exposure, and sex abuse 2nd degree class “B” felony..

Motion was made by Matt Greiner to approve the Letter of Support to the Keota Pool Advocates for the Keota Municipal Pool. Mike 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 Mike Bender to approve Resolution 2019-44: Approving the Grant Application for the Keota Advocates to the Farm Credit Services of America. Rod 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.

Motion was made by Mike Bender to approve the Notice to Bidders for the 2020 Keota Municipal Cemetery Mowing Contract. Keith Conrad seconded the motion. Motion passed with a unanimous vote.

Discussion was held on the upcoming rental inspections. A letter signed by the Mayor explaining the rental inspections, the City of Keota Rental Inspection Ordinance, a time and date, and a copy of the inspection report will be sent to those having inspections on January 8, 2020.

Motion was made by Mike Bender to approve Resolution 2019-45: Approving the updated Credit Card Policy, Petty Cash Fund Policy, Clothing Allowance Policy, and Computer Policy. Curt 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.

Discussion was held on the walk through at Wilson Memorial Library with Child Care Resource and Referral of

Southeast Iowa on Friday, December 13, 2019. Keith Conrad, Curt Burroughs, Anthony Cansler, Andy Conrad, and Kevin Slaubaugh went on the walk through. Becky White, Regional Director, stated that the location is an option for a daycare facility and that the next step would be to contact the Fire Marshall to set up a walk through to make sure the location would be in compliance on their end.

Motion was made by Keith Conrad to approve the building permit for 207 N. Carpenter Street – fence. Matt Greiner seconded the motion. Motion passed with a unanimous vote.

Clerk/Council/Mayor Comments: The city clerk stated that the State Auditors will be in office the week of January 6, 2020 to do the annual exam for the City of Keota. Mayor Anthony Cansler wanted to wish everyone a very Merry Christmas and a Happy New Year.

Motion was made by Keith Conrad to adjourn the meeting at 7:48 p.m. Rod Hill seconded the motion. Motion passed with a unanimous vote.

The next Keota City Council meeting will take place on Monday, January 6, 2020 starting at 7:00 p.m. with work session starting at 6:00 p.m. Upcoming Budget Meetings will be on Wednesday, January 15, 2020 at 6:00 p.m. to go over the expenditures and on Monday, January 20 at 6:00 p.m. to review the revenues.

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.