

May 4, 2020

The Keota City Council met on May 4, 2020, at the Keota City Hall. The work session was called to order at 6:00 p.m. by Mayor Pro-Tem Keith Conrad.

Council Members answering roll call were: Curt Burroughs, Mike Bender, Rod Hill. City employee present was Tomisha Hammes. Also in attendance via phone conference was Jason Palmer, city attorney from Bradshaw, Fowler, Proctor, and Fairgrave.

Closed session per attorney's request per Iowa Code 21.5(1)(c) – matters currently in litigation.

The Keota City Council Meeting was called to order at 7:01 p.m. by Mayor Anthony Cansler.

Chapter 21.8 of the Iowa Code does permit an electronic meeting where members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. Therefore, only the Mayor, Council, and city staff were present at the Keota City Hall for the meeting to stay under the group gathering requirements.

Council members answering roll call were: Curt Burroughs, Keith Conrad, Rod Hill, Mike Bender, and Matt Greiner arrived at 7:20 p.m. City Employee present was Tomisha Hammes. Also in attendance was Nick Mahan via Zoom Meeting.

Councilman Burroughs gave the Invocation.

Motion was made by Councilman Bender to approve the consent agenda including minutes from the April 20, 2020 meeting and payment of bills. Councilman Hill seconded the motion. Motion passed with a majority vote.

**CITY OF KEOTA
MAY 4, 2020 COUNCIL MEETING
FOR PERIOD APRIL 21 - May 4, 2020**

<u>PAYEE</u>	<u>AMOUNT</u>	<u>COMMENT</u>
CONRAD, DOUGLAS L.	\$1,803.00	Payroll
GREINER, TONIA	\$754.70	Payroll
HAMMES, TOMISHA	\$1,037.03	Payroll
MILLER, KEVIN	\$1,207.77	Payroll
SLAUBAUGH, KEVIN L.	\$1,458.56	Payroll
EFTPS	\$1,806.87	Employee Withholdings
IPERS	\$2,628.16	Employee Benefits
UNITED STATE POSTAL SERVICE	\$129.85	Water Bills
WINDSTREAM	\$143.96	Library - Phone/Fax
INFOMAX	\$140.17	Library - Copier
CENTERPOINT LARGE PRINT	\$796.92	Library - 36 Large Print Books
DEMCO	\$88.82	Library - Book Repair
BUDGET BLINDS	\$2,591.75	Library - Blinds from Grant
UNITED STATE POSTAL SERVICE	\$17.99	All Dept. Postage
FIRST NATIONAL BANK	\$211.75	Library - Books/DVDs
FIRST NATIONAL BANK	\$254.39	All Dept. Meetings/Registration Tags
MALLEY HARDWARE	\$140.94	Parks/Cemetery/Shop/WWTP - Supplies
ABC FIRE EXTINGUISHER SERVICE	\$101.10	Library/City Hall/Shop - Fire Extinguisher Annual Service
DEARBORN GROUP	\$117.00	Employee Benefits
KEVIN WALLERICH SALES & SERVICE	\$25.00	Library - Snow Removal

SORRELL GLASS	\$53.53	Parks - Concession Stand Plexiglass Repair
DELTA INDUSTRIES	\$163.37	Sewer - Omega Blower Oil
COX SANITATION	\$5,477.25	Garbage - Pick Up/Bags
REDLINGER REPAIR	\$371.00	Water/Playground - Repairs
ALLIANT ENERGY	\$7,035.83	All Dept. Electric/Gas
VERIZON	\$40.01	Police - Hot Spot
TREMMELE BACKHOE SERVICE	\$715.75	Sewer - Main Repair
CARGILL	\$4,827.41	Water - Salt
FREDERICK TREE SERVICE	\$50.00	Parks - Replace Flag Pole Rope
PRINTERS WORKSHOP	\$356.00	All Dept. Office Supplies - City Envelopes
TOTAL	\$34,545.88	

Department Reports:

-Officer Doug Conrad submitted a written report. For the reporting period of April 17 through April 30 there were sixteen (16) service calls/complaints and no citations issued. Service Calls/Complaints: one theft, one simple assault, one intoxication, one suicide/statements, one accident (traffic), one assist and serve, one attempt to locate, one civil dispute, three misc. complaints, one dog/cat/misc. animal, one traffic violation, one parking, one domestic abuse, one scam.

-Library Board President Nick Mahan stated Wilson Memorial Library Board is looking at a time frame of opening the library back up to the public. They are looking into limiting computers to essential use only, curb side pick-up, and have masks available for patrons to use while in the library. As soon as they have the plan in place they will let the public know.

The city clerk did the first reading of Ordinance 279 – Sewer Rate increase to \$41.67 (minimum charge) starting July 2020.

Discussion on the burn ban repeal. There were a couple changes to the original rough draft of the Open Burn Restrictions. The minimum distance from a structure was changed from 50 feet to 25 feet for burning and the addition of burning wet leaves is prohibited was added. There time frame of when residents are able to burn was also removed. The First Reading of the Open Burning Restrictions Ordinance will be presented once the Council Meetings are open to the public again to allow of community input. **The Burn Ban is still currently in place. Untreated wood is the only item allowed to be burned within the City of Keota city limits.*

Discussion on the fire hydrant program. There are a few fire hydrants in Keota that need to be replaced. The Council is going to budget for 2-3 fire hydrants to be replaced each year starting with next year's budget meetings. There will be money specifically set aside just to replace the fire hydrants that are old or needing to be replaced. One will be replaced this budget year and next fiscal year there is a potential five that may need to be replaced.

Discussion on opening the Council Meetings to the public. Councilman Burroughs talked with Fire Chief Ryan Sieren and was granted permission to use the fire station for the May 18, 2020 meeting to allow the public to attend if they choose and also allow for social distancing. The Council decided to tentatively open the May 18, 2020 meeting to the public unless the Governor has a new proclamation that would prohibit the Council to do so. The Council decided to leave city hall closed to the public and have the clerk work in office from 8:00 to 10:00 a.m. and then from home in the afternoons until further notice. Councilman

Burroughs stated that the parks should be opened back up as well. The Public Works Department was directed to open the parks back up to the public.

Discussion on the updated Employee Handbook. City Attorney Trevaniel Temple has made updates to the City of Keota Handbook which the Council reviewed.

Motion was made by Councilman Conrad to approve Resolution 2020-22: Employee Handbook. Councilman Burroughs seconded the motion. Roll call vote: Ayes – Greiner, Burroughs, Conrad, Hill, and Bender; Nays – None; Abstain – None; Absent – None. Motion passed with a unanimous vote.

Discussion on spraying the cemetery. Councilman Hill found a local person to spray the cemetery for dandelions and other weeds. The Council stated to go ahead with the local person to take care of the spraying of the cemetery.

Motion was made by Councilman Conrad to approve the Letter of Support for Mid-Point Completion of the Ramsey Building for the Community Catalyst and Remediation Grant. Councilman Bender seconded the motion. Motion passed with a unanimous vote.

Motion was made by Councilman Burroughs to approve the GAX Form for the Mid-Point Completion of the Ramsey Building for the Community Catalyst and Remediation Grant. Councilman Greiner seconded the motion. Motion passed with a unanimous vote.

Clerk/Council/Mayor Comments: The clerk stated that she had contacted Signs and Designs from Mount Pleasant who did the bank clock sign inlay to get an estimate on the cost to replace the sign. It would be roughly \$800 to change the sign to City of Keota. The Council is to contact the city clerk about letters to send to residents in regards to unlicensed vehicles, yards that need mowed, or other nuisance properties in town that need to be addressed. The clerk presented a letter that she received from the Garman family in regards to the cemetery – there have been horses walking the cemetery, people not cleaning up after their dogs and letting them off leash. The Council asked the clerk to have something put in the paper stating the rules of the cemetery and also making sure that there are signs posted at the cemetery as well. There is to be no horses in the cemetery or walking through town. Dog owners are to have their dogs leashed or at heel and clean up after them anywhere in town. Councilman Burroughs stated that the Noise Ordinance that was approved last fall cost the City of Keota \$1700 to write up and takes away roughly 25 freedoms from its residents. After reviewing a number of issues with the ordinance, the Council and Mayor stated to put on the next agenda to have the Noise Ordinance repealed. Councilman Conrad stated that Dwight Dodd had asked if he could tile or install a tube in the ditch by his house and cover it to allow him to be able to mow that section of his property. Councilman Conrad stated that he talked to the Public Works Department and everyone was okay with Dodd being able to do that. Councilman Hill asked where on the golf cart are the registration stickers to be placed. According to the ordinance the registration stickers are to be placed in a visible location on the rear of the golf cart.

Motion was made by Councilman Conrad to adjourn at 8:41 p.m. Councilman Burroughs seconded the motion. Motion passed with a unanimous vote. The City Council will next meet on Monday, May 18, 2020, starting at 7:00 p.m. in the Keota Fire Station – tentatively.

ATTEST:

CITY CLERK TOMISHA HAMMES

These are not official minutes. These minutes will be approved at the next council meeting.