CITY OF KEOTA
REGULAR CITY COUNCIL MEETING MINUTES

Date: November 16,2026
Time: 7:00 p.m.
Location: Keota City Hall

Work Session 6:00pm – Employee Handbook

1. Call to Order

Mayor Carr called the regular meeting to order at 7:00 p.m.

Council Members Present: Mayor Carr, H. McDonald, C. Greiner, K. Conrad, J. Mather
Absent: M. Greiner

City Staff Present: Clerk Bruns, Micah Harmsen, Librarian Toni Greiner

Public: Janie Westendorf

2. Consent Agenda

Routine items may be approved in one motion unless a Council Member requests separate consideration.

a. Approval of Agenda
Motion by Conrad.
Second by McDonald.
Motion carried.

b. Approval of Minutes from Previous Meeting
Motion by Conrad.
Second by Mather.
Motion carried.

c. Approval of Bills
Motion by Mather.
Second by McDonald.
Motion carried.

3. Department Reports

- **a. Public Works**
  East Broadway Sidewalk Project: Enclosed is the bid from B & L Concrete for the City's portion of the sidewalk project on East Broadway. On November 6, Rayman approached

Micah regarding replacing the deteriorated section of sidewalk in front of the former Gretter building. A locate was called in that day, and a bid was obtained from B & L Concrete for the City's portion of the project. This includes approximately 40 feet of sidewalk in front of the shop, along with a new ADA-compliant entrance on the west side. Tremmel Backhoe was utilized to assist with the removal of the existing sidewalk and replacement of a broken water shutoff.

- **Pool Winterization:** Winterization of the aquatic center has been completed.
- **Cemetery Winterization:** Cemetery winterization has been completed.
- **Christmas Decorations:** We plan to install the Christmas tree in the green space early next week so everything is ready for Keota's Christmas celebration.
- **Winter Equipment Preparation:** This week, we will begin putting away warm-weather equipment and getting snow removal equipment out and ready for the upcoming winter season.
- **West-End Water Line:** Last week, we completed reconnecting the water line on the west end that had been disconnected during the water line repair at the Clarahan Truck Shed.
- **Lead Service Line Notification:** Letters regarding lead service lines were mailed to the public as required by the Iowa DNR. Although we believe lead service lines account for less than 1% of service lines in town, the City was required to complete this notification and has complied with the DNR's request. Thank you to Chad Greiner and Clerk Hunter Bruns for their assistance in preparing and mailing the letters.

b. Library

Yoga, Fun Friday, and Coffee continue to have strong participation and are going well. We are finalizing plans for the Christmas Party scheduled for December 5 from 9:00–11:00 a.m. The library has also been receiving positive feedback and compliments from the community regarding its recent programs and activities. Thank you to Bridget for all her hard work and continued efforts!

c. Law Enforcement

Councilman Chad Greiner and Mayor Ryan Carr attended a meeting with the Sigourney Public Safety Committee last week to discuss a proposed 28E Agreement for police coverage.

4. Resolutions & Ordinances

a. Resolution 2026-58 – A RESOLUTION PROVIDING PRELIMINARY APPROVAL OF A PROPOSED 28E AGREEMENT

Motion by Conrad.

Second by Mather.
Absent: Matt Greiner
Motion carried.

5. New Business

a. Discussion/Possible Action – Bridget Greiner Payroll
Motion by Conrad.
Second by Mather.
C. Greiner abstained from discussion/action due to a conflict of interest. M. Greiner was absent.
Motion carried.

b. Discussion/Possible Action – Approval of Changes to Employee Handbook
Motion by Mather.
Second by McDonald.
Absent: Matt Greiner
Motion carried.

6. Council Comments

None.

7. Public Forum

Janie Westendorf had questions regarding the police truck and was informed by the Council that the truck was sold last week. She also asked when the 28E Agreement would take effect and what number residents should call to reach the Sigourney Police Department once the agreement is in place. The Council clarified that the 28E Agreement will not take effect until 2027. In the event of an emergency, residents should continue to call 911. The City will follow up to determine the appropriate phone number for non-emergency calls.

8. Mayor's Comments

The Mayor expressed his support for the proposed law enforcement agreement and feels it will be a positive step forward for the community.

9. Closed Sesson Real Estate

- At 7:23 p.m., Councilman Conrad made a motion to enter closed session. Councilman Mather seconded the motion. All voted in favor.
- At 7:27 p.m., Councilman Conrad made a motion to begin the closed session. Councilman Mather seconded.

- At 7:46 p.m., Councilman Mather made a motion to adjourn the closed session. Councilman McDonald seconded.
- At 7:47 p.m., Councilman Mather made a motion to reconvene the regular meeting. Councilman McDonald seconded.

10. Adjournment

Motion by Conrad.
Second by McDonald.
Motion carried.

The meeting was adjourned at **7:48 p.m.**

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Mayor Ryan Carr

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Clerk Hunter Bruns