

**Minutes**  
**KEOTA CITY COUNCIL**  
**225 E. BROADWAY AVE.**  
**May 6<sup>th</sup>, 2024**

**Meeting was called to order** at 7:30 pm by Mayor Cansler.

**Roll call:** Mayor Cansler, Councilmen Conrad, McDonald, , Bender, Greiner and Burroughs were present. City employees present were Horras, Harmsen and Librarian Greiner. Public present Karen Sypherd, Janie Westendorf, Caden Sprouse, Jim Tinnes, Rich Klein and Casey Jarmes from Sigourney New-Review.

**Consent Agenda:** A motion was made to approve Consent Agenda by Burroughs, including Agenda, previous meeting minutes from April 15<sup>th</sup> Council Meeting - Budget review and payment of Bills. McDonald 2<sup>nd</sup> the motion and all were in favor.

**Bills Paid April 16<sup>th</sup> thru May 6<sup>th</sup>, 2024**

<b>Checks</b>		<b>Payroll:</b>	
CENGAGE LEARNING	50.68	GFC LEASING-WI	100.91
CENTER POINT LARGE PRINT	46.74	H&M FARM & HOME SUPPLY	88.95
FIRST NATIONAL BANK OF OMAHA	86.59	ION ENVIRONMENTAL SOLUTIONS	3,625.00
INFOMAX OFFICE SYSTEMS	156.97	MALLEY HARDWARE & APPLIANCE	85.77
WINDSTREAM	146.21	OLLINGER ELECTRIC	312.17
ABC Fire Extinguisher Sales	169.75	QUILL	281.14
ALLIANT ENERGY	6,165.12	Smart Sign/Xpressmyself.com	224.73
ALYCIA HORRAS	465.65	Trent Greiner Logging	1,400.00
Atwood Electric Inc	330.00	US FIRST	136.01
COX SANITATION & RECYCLING INC	5,668.70	WELLMARK	3,535.53
FARMERS CO OP ASSN	511.48	WINDSTREAM	248.19
FIRST NATIONAL BANK OF OMAHA	2,472.67	Wapello Rural Water Assoc Inc	759.88
			<b>27,068.84</b>
			<b>7,395.56</b>

**Public Forum: None**

**Department Reports:**

**Public Works** –Harmsen reported lots of progress has been made at the pool site this past 2 weeks. The pool has been cleaned and propped and filled. Andy from Carrico was down last Friday and got the chemicals going after Blaine had been there Friday morning to fire up the main circulation pump. Everything is working on the main pool vessel as it should. I evaluated water levels and chemicals and only see a slight water loss around the return line. Splash will be on sight Tuesday to look at that and finish up their work. Transition walls have been sheet rocked through bath house. We did have an electrical inspection on Friday. Collin with Carrico will be here Tuesday morning to program and do training on the pool vacuum. Harmsen compiled a checklist that CPO will need to do for future use as well as one for the lifeguards/Managers that he plans to go over with them Tuesday evening when we meet with the staff. Harmsen is looking to have the pool managers mow the inside fence area at the pool. He talked with Lyle insurance about getting the managers on the insurance policy so they can use the Ranger to haul mower/grass clippings to the dump on a weekly basis. We were able to get a sprayer for the Ranger and have used that on all properties last week spraying for broadleaves. That will get a lot of use the next few weeks with the wet weather and weeds taking off. Kevin has been busy keeping up with the mowing and keeping the dump site pushed up and burnt. We have had a few different issues with the main well over the past 2 weeks. We had to pull the motor and pump and replace 10 days ago. Because we were down a couple of days, we switched over to rural water. Last week the well went down again on Friday. Atwood and Gingerich well were both back on sight within a couple hours. They diagnosed and ran new wire to the well head and that got us back running. We thing with the high rain flows water may have got in the conduit running from the water plant to the well head. That issue looks fixed for now. The scoreboard at the ball fields was also down at the same time and Atwoods have put a new power supply to that as well. Harmsen met with Tremmel this am to finalize plans for upcoming work in town. Replacing fire hydrant, storm sewer work and upcoming water main project. Harmsen did attend CPO course credit class on April 29<sup>th</sup> in CR and will be off May 9 and 10<sup>th</sup>. **Water Plant-** On April 22nd, we noticed that the well was not kicking on the way it should. We discovered that the overload was tripped. After resetting it, it continued to trip anytime you tried to run the well. Since it was late in the day and the tower was full, we decided to wait until the morning to have an electrician come since Atwood was going to be onsite looking at the scoreboard at the ball diamond anyway. Turns out that whatever happened, took out the well, the air compressor in the plant, and the scoreboard. Atwood tested everything and found that the motor in the well bad (essentially a short inside the motor). This meant that the well needed to be pulled. We switched over the Wapello Rural Water on the 23rd. Gingerich came onsite on the 23rd and pulled the well. We already knew that it needed a new motor, but since it had been years since the well was pulled, it would be silly not to install a new pump along with it. They also found that several sections of the sub-cable had heavy wear marks, so we decided to replace the sub-cable as well. There was simply no point in taking the risk of the sub-cable wearing through and shorting things out. After the pump/motor was reinstalled, Gingerich chlorinated the well. We let it sit for 24 hours and then took samples on the 24th. The samples came back clean on the 25th and we put everything back into service at the plant and shut off the rural water connection. We ordered a new motor for the air compressor. The yearly CCR has been completed and sent out.

**Lagoons-** We've had some high flows due to rain. Thanks to Kevin for swapping over some valves when the lagoon cells got high.

**Library** – Griener reported that the Story Walk has pictures from the Kindergarten and 3<sup>rd</sup> grade classes that they drew from a story they were reading. Emily with Keokuk County Extension will be here once a month next year for the after school kids. 23 blankets were made and taken to Tanger Place.

**Museum**- The flyers for the Pie Baking Contest are ready and going up. Dwight Duwa will be our auctioneer again this year.

**Clerk** – Horras reported that the FY25 budget was submitted and info sent to County Auditor. Pool Certifications have been renewed with la Public Health and she is working with Blaine and Patrick to reschedule the final State Inspection for the pool opening. Equipment has been ordered for the outdoor movie theater. She is working with Town and Country on our orders for the pool, along with Pepsi and Yotty's Ice Cream. The pool board met on 4/29 to discuss and make final decisions on the swim lessons, free swim and promotional swim items. She met with the pool managers on 5/2 to discuss expectations and what is in place and still needed for the daily operations of the pool. Horras will meet with all of the pool staff on 5/7 to introduce everyone, go over their job descriptions, code of conduct, fill out paperwork, answer questions, etc. Letters for mowing that is needed have been sent to those residents that have not done so yet. Job Descriptions for each position at the pool and a code of conduct were created this week by Horras to be share with the staff after review this evening. Our annual EMC insurance audit will be next week. Horras is working to secure some food vendors for our annual Fun Days Celebration as well.

**Resolutions and Ordinances:**

**Resolution 2024-28 Employee Tonia Greiner – Library Director** – Motion to approve by Burroughs, 2<sup>nd</sup> by Conrad, and all in favor.

**Resolution 2024-29 Employees- Assistant Directors for the Library** - Motion to approve by Conrad, 2<sup>nd</sup> by Burroughs and all in favor.

**Resolution 2024-30 Part Time, Friday Help for Library Wage** - Motion to approve by Burroughs, 2<sup>nd</sup> by Greiner, and all in favor.

**Resolution 2024-31 Employee-Library Janitor Wage** - Motion to approve by Burroughs, 2<sup>nd</sup> by McDonald, and all in favor.

**Resolution 2024-32 Approval to submit KCCEF Large Grant application of intent** - Motion to approve by Bender, 2<sup>nd</sup> by Conrad, and all in favor.

**Resolution 2024-33 Approval of Job Descriptions for Aquatic Center Staff** - Motion to approve by Conrad, 2<sup>nd</sup> by Bender, and all in favor.

**Resolution 2024-34 Approval of Code of Conduct for Aquatic Center Staff in accordance with our City Employee Handbook** – Motion to approve by Burroughs, 2<sup>nd</sup> by Greiner, and all in favor.

**Ordinance 2024-303 Amendment to City of Keota, Iowa 2017 Codebook of Ord. – Animal Control**

- a. First reading of Animal Control 4-1-11
- b. Potential Waiving of 2<sup>nd</sup> and 3<sup>rd</sup> Readings of Animal Control 4-1-11- Motion to skip made by Burroughs, 2<sup>nd</sup> by Conrad, Griner and Bender in favor and McDonald Abstains.
- c. Potential Approval of Animal Control 4-1-11- Motion to approve by Burroughs, 2<sup>nd</sup> by Bender, Greiner and Conrad in favor and McDonald Abstains.

**Ordinance 2024-304 Amendment to City of Keota, Iowa 2017 Codebook of Ord. – Special Ordinances – Grants Through City**

- a. First reading of Grants Through City 7-8-1
- b. Potential Waiving of 2<sup>nd</sup> and 3<sup>rd</sup> Readings of Grants Through City 7-8-1- Motion to skip made by Greiner, 2<sup>nd</sup> by Burroughs and all in favor.
- c. Potential Approval of Grants Through City 7-8-1- Motion to approve by Greiner, 2<sup>nd</sup> by Burroughs and all in favor.

**New Business:**

**Discussion/Possible Action: Leaf Filter system for the library** – Motion was made to table the leaf filter quote as it was reasonably high and a 2<sup>nd</sup> quote is to be sent to the Administrator to present to the council for approval. Motion made by Burroughs, 2<sup>nd</sup> by Greiner and all in favor.

**Discussion/Possible Action: Janitorial position at City Hall** – A motion was made to table the discussion on janitorial services to allow the Administrator time to negotiate with possible candidates. Motion made by Burroughs, 2<sup>nd</sup> by Bender and all in favor.

**Mayor Comments:** Mayor Cansler thanked all city departments for the work being done and the council for the items and topics they are getting resolved.

**Adjournment:** Motion made to adjourn meeting by Conrad, 2<sup>nd</sup> Burroughs, all were in favor. Time 8:38pm.

**Next regular meeting, May 20<sup>th</sup>, 2024 at 7:00 pm.**

Attest:

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Mayor Anthony Cansler

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City Administrator Alycia A Horras