

Minutes

KEOTA CITY COUNCIL

225 E. BROADWAY AVE.

October 21<sup>st</sup>, 2024

Meeting was called to order at 7:00 pm by Mayor Cansler

Roll call: Councilmen McDonald, Burroughs, Conrad and Bender were present. City employees present were Administrator Horras, PW Director Harmsen and Librarian Greiner. Public present Patty Tinnes, Janie Westendorf, Jim Tinnes and Casey Jarmes from Sigourney New-Review.

Consent Agenda: Motion to approve Consent Agenda by Conrad, including Agenda, previous meeting minutes from October 7<sup>th</sup> Council Meeting - Budget review and payment of Bills. McDonald 2<sup>nd</sup> the motion, Bender & Burroughs in favor and Greiner absent.

Bills Paid October 8<sup>th</sup> thru October 21<sup>st</sup>, 2024

Checks

ALLIANT ENERGY	10/21/2024	\$223.59
ALYCIA HORRAS	10/21/2024	\$346.81
CARSON PLUMBING & HEATING	10/21/2024	\$115.00
COLTON BISHOP	10/21/2024	\$100.00
COX SANITATION & RECYCLING	10/21/2024	\$4,637.00
H & M FARM & HOME SUPPLY	10/21/2024	\$116.97
HESLINGA LAW FIRM	10/21/2024	\$275.00
IOWA LEAGUE OF CITIES	10/21/2024	\$50.00
IOWA ONE CALL	10/21/2024	\$9.00
JENNIFER HORRAS	10/21/2024	\$100.00
MID-AMERICA PUBLISHING COR	10/21/2024	\$186.02
PRAIRIE FLOWER BAKERY	10/21/2024	\$100.00
SCOTT WESTENDORF	10/21/2024	\$4,000.00
WELLMARK	10/21/2024	\$3,566.47
WILLIAM BEAR	10/21/2024	\$100.00
WINDSTREAM	10/21/2024	\$249.85
<b>Total Checks</b>		<b>\$14,175.71</b>

Payroll

ALTENHOFEN, CHERYL	75.31
CANSLER, ANTHONY	404.04
GREINER, ASHLEY	120.48
Greiner, Bridget M.	156.63
GREINER, TONIA	1,217.65
HARMSEN, MCAH	1,788.74
HORRAS, Alycia A	1,915.93
SLAUBAUGH, KEVIN L.	1,769.79
Fisher, Tabitha C	73.68

Public Forum: None

Department Reports:

Public Works –Harmsen reported they have been finishing up some of the summer/fall projects. We have waited with seeding until we see some moisture in the forecast. We did flush the South side fire hydrants and all are in working order. The plan is to finish the North side tomorrow. Still have some winterizing to do at the pool yet. Splash was here and replaced the pool lights under warranty last week that were not working at the basketball hoop end of the pool. They should be back this week to finish up the main line work and winterizing. The plan is to start pulling snow equipment out late this week and start doing routine maintenance on that to get ready for winter. Any ideas where to store the police truck as we are getting full in our storage areas? Horras reported that since we are about to acquire another property in town on Nov. 1<sup>st</sup>, that it could be stored in that garage for the winter while work on the house is done to potentially get it ready for listing and to sell in the Spring.

Water Plant – Fairly quiet at the water plant this month. All lead and copper sampling has been completed for this three-year cycle. Lagoons – Nothing of note at the wastewater plant. We continuing to work our way through our yearly SAGR cycle. We are also conducting the last round of E. coli sampling for the year.

Library – Librarian Greiner shared – We had a large group for the after-school program on the 8th and they will meet here on Nov 12th with Emily from Keokuk County Extension. Fun Fridays is going well, with a good number kids participating. Quilted last week & are in contact with Sleep in Heavenly Peace Project, and will be supplying several comforters and blankets for this. 6 Board members and myself attended the County wide Trustee meeting last week in Sigourney for Continuing Ed for the board. The next Library board meeting is Oct 28th at 6 pm.

Museum- None

Clerk – Horras shared that she attended the IMFOA Conference 10/16-18<sup>th</sup> in Des Moines. The Trick or Treat letters went out on the 1<sup>st</sup> about our schedule for Thursday, October 31<sup>st</sup> and we are starting to see some of the “participating business” signs being hung up for those that will participate in the business trick or treat. She also put some flyers up with the schedule for the 31<sup>st</sup>, which is: Business treating – 3:45 – 5:00pm, the Library Party – 4:00 – 5:00pm, Community Treating – 5:00 – 7:00, and then we will feature “Hocus Pocus” on 10/31 at 7:15pm after all the trick or treaters are done through the community. This is a Thursday evening and should be a hit since there is no school on Friday. The Community Club is working to finalize plans for Christmas in Keota. So far, she has the carriage rides lined up and booked again, and we will have the Vendor Fair, Soup Supper at Schmitty’s, Museum will be open, Bingo at the VFW at 7pm, Tree lighting and caroling is planned again, with more to come. Horras will attend the SERV Safe Managers class and testing in Muscatine Tuesday, 10/27 to attain a license to serve for the Pool Concession stand. Horras shared that the closing for the 108 W Keokuk Ave property is tentatively scheduled for 11/1 and things are moving to get this in place. The annual Budget Workshop in IC for this year, will be 11/21 and Horras will

attend and asked if any of the council would like to join. Garden and Associates will be here Wednesday to survey the small park area and to get the work and documentation ready that is needed to break off the development area that we are looking at selling from the current park area. Once complete, we will talk about listing this and the Dalton property for sell to develop and add housing to.

**Resolutions and Ordinances:**

**Resolution 2024-66** Approval of submission for KCCEF Grant for the Library– Motion to approve by Burroughs, 2<sup>nd</sup> by McDonald, Bender & Conrad in favor and Greiner absent.

**Resolution 2024-67** Approval of submission for KCCEF Grant for the City- Motion to approve by Conrad, 2<sup>nd</sup> by Bender, Burroughs & McDonald in favor and Greiner absent.

**New Business:**

**Discussion/Approval** – Approval of City Employee Benefit time for September. Motion to approve by Burroughs, 2<sup>nd</sup> by McDonald, Bender & Conrad in favor and Greiner absent.

**Mayor Comments:** Mayor Cansler shared that Bender, Greiner and himself would get city employee evaluations filled out and times set up to meet with each one in the coming week. He asked about applications for the PT City Clerk Assistant position and Horras shared that there are 6 applicants and shared those with the hiring committee to begin finding a time to interview and set up with the candidates. Cansler also asked Harmsen and Horras to reflect on this year’s performance and season at the aquatic center and to make note of what worked well and what we could alter or improve upon before next season. This is the time to really look at everything and make sure we are ready to go and at our best for next year.

**Adjournment:** Motion made to adjourn meeting by Burroughs, 2<sup>nd</sup> by McDonald, Bender & Conrad in favor and Greiner absent. Time 7:26pm.

**Next regular meeting, November 4<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