

Minutes

KEOTA CITY COUNCIL

225 E. BROADWAY AVE.

November 18th, 2024

Meeting was called to order at 7:02 pm by Mayor Pro Tem Conrad

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

Consent Agenda: Motion to amend the agenda to add Resolution 2024-71 and an item to the New Business, made by Burroughs, 2nd by Greiner, Conrad & McDonald in favor, and Bender absent. Motion to approve Consent Agenda by Burroughs, including Agenda, previous meeting minutes from October 21st Council Meeting - Budget review and payment of Bills. McDonald 2nd the motion, Conrad & Greiner in favor and Bender absent.

Bills Paid October 22nd thru November 18th,2024

Checks

| | | | | | | |
|----------------------------|-----------|-------------|---------------------------|------------|---------------------|----------|
| ALL AMERICAN PEST CONTROL | 11/5/2024 | \$35.00 | ALLIANT ENERGY | 11/18/2024 | \$205.43 | |
| CENTER POINT LARGE PRINT | 11/5/2024 | \$506.34 | CARGILL, INC | 11/18/2024 | \$6,473.14 | |
| FIRST NATIONAL BANK OMAHA | 11/5/2024 | \$624.75 | CASH | 11/18/2024 | \$1,100.00 | |
| GOLDEN HORSE LTD | 11/5/2024 | \$29.38 | FARMERS CO-OP ASSN | 11/18/2024 | \$1,410.08 | |
| INFOMAX OFFICE SYSTEMS INC | 11/5/2024 | \$156.97 | GFC LEASING - WI | 11/18/2024 | \$100.91 | |
| QUILL CORPORATION | 11/5/2024 | \$93.86 | KEOKUK COUNTY ENDOWMENT | 11/18/2024 | \$100.00 | |
| TONI GREINER | 11/5/2024 | \$66.33 | KEOKUK COUNTY RECORDER | 11/18/2024 | \$39.00 | |
| WINDSTREAM | 11/5/2024 | \$148.57 | LIBERTYVILLE SAVINGS BANK | 11/18/2024 | \$2,220.00 | |
| ALLIANT ENERGY | 11/5/2024 | \$6,154.75 | SPECTRA BUILD | 11/18/2024 | \$107,969.80 | |
| FEDERATION BANK | 11/5/2024 | \$44,573.77 | TREMMEL BACKHOE SERVICE | 11/18/2024 | \$2,450.00 | |
| FIRST NATIONAL BANK OMAHA | 11/5/2024 | \$1,556.17 | UNITED STATES POST OFFICE | 11/18/2024 | \$220.00 | |
| FIRST NATIONAL BANK OMAHA | 11/5/2024 | \$279.04 | US CELLULAR | 11/18/2024 | \$113.13 | |
| FIRST NATIONAL BANK OMAHA | 11/5/2024 | \$103.91 | WELLMARK | 11/18/2024 | \$3,535.53 | |
| H & M FARM & HOME SUPPLY | 11/5/2024 | \$134.79 | WINDSTREAM | 11/18/2024 | \$249.64 | |
| HARRIS BOYZ HEATING & AIR | 11/5/2024 | \$224.70 | | | | |
| HESLINGA LAW FIRM | 11/5/2024 | \$240.00 | Payroll 10/31/24 | 11/15/24 | | |
| ION ENVIRONMENTAL SOLUTIO | 11/5/2024 | \$3,845.00 | Fisher, Tabitha C | 73.88 | Fisher, Tabitha C | 73.88 |
| IOWA RURAL WATER ASSN. | 11/5/2024 | \$305.00 | GREINER, ASHLEY | 77.45 | GREINER, ASHLEY | 120.48 |
| IOWA STATE UNIVERSITY | 11/5/2024 | \$256.00 | Greiner, Bridget M. | 234.94 | Greiner, Bridget M. | 234.94 |
| KEOK CO EXTENSION | 11/5/2024 | \$55.00 | GREINER, TONIA | 1,334.68 | GREINER, TONIA | 1,074.75 |
| MALLEY HARDWARE & APPL. | 11/5/2024 | \$237.52 | HARMSEN, MICAH | 1,788.74 | HARMSEN, MICAH | 1,788.74 |
| MID-AMERICA PUBLISHING COR | 11/5/2024 | \$122.09 | Horras, Aiyela A | 1,915.93 | Horras, Aiyela A | 1,915.93 |
| OLLINGER ELECTRIC | 11/5/2024 | \$230.00 | SLAUBAUGH, KEVIN L. | 1,769.79 | SLAUBAUGH, KEVIN L. | 1,769.79 |
| WATER SOLUTIONS UNLIMITED | 11/5/2024 | \$616.00 | | | | |

Public Forum: None

Department Reports:

Public Works –Harmsen reported the fire hydrant flush went well. We did have a small water leak to fix on the corner of West Keokuk and North Adams St. The pool is winterized fully. Blaine and Patrick were here on Nov. 13th and did a final walk through. There are 5 small items that need to be addressed before reopening next Spring. That work will be done late March/early April. We hope to finish up the snow fence on the West end yet this week baring no wind or moisture in the forecast. All the rest of the winter winterization has been done at the Cemetery, park, etc. Snowplow is currently at Keota transmission getting an exhaust leak fixed. We hope to tear down the fall display in the upcoming days to make room for the Christmas tree. Tremmel is supposed to be in town this week and we have a water service that needs be replaced with a new shut off on N Green St. We hope to get the street sweeper out in the coming weeks as the leaves have mostly fallen. Kevin has stayed busy pushing up the dump which has been very busy and mulching up leaves on city properties. Water Plant – Another quiet month. I did submit the lead line inventor. The DNR is allowing us some time to do the meter change out before we fully fill out the inventory. Lagoons – We did have to fix another aerator that blew off. At this rate, we’ll have them all changed out sooner rather than later. We had a coolant fan fail on Blower 3. We’ve already ordered a replacement.

Library – Librarian Greiner shared – The story walk at the Kewash has been changed out to “The Mitten”. Trick or Treat was good. We continue to have a good group for coffee and quilting. We are working to finalize the Christmas party on Dec. 7th from 9:00 – 11:00. The library will be closed from Thursday the 28th to Sunday, Dec. 1st for the Thanksgiving holiday weekend.

Museum- None

Clerk – Horras shared that she attended the SERV safe Managers course and testing in Muscatine on 10/27 and passed to obtain her certification, to meet the requirement for the Pool Concession stand. The City closed on the property at 108 W Keokuk St and now owns this property. Horras filed the final paperwork for that property and the missing deed paperwork that was not filed in 2014 for part of the small park property. She was able to get these verified, filed and documented for City to move forward with the survey work at the small park and to be able to work on breaking off the area that can be developed to then be listed for residential sale. This and the Dalton property will be listed with a realtor for sale, with the contingency that a residential building is to begin being built within 1 year of purchase and the completion of this build happening within 2 years of purchase. With the purchase of the property at W Keokuk St, the city has someone lined up to do some work to rehabilitate the inside of the house over the winter months, to get it ready to put on the market at fair market value in the Spring/Summer of 2025. Trick or Treat went well and there were enough treats and trinkets for over 250 kiddos. Election day also went well and was busy at City Hall. Harmsen and Horras did the walk through at the pool on 11/13 with Patrick and Blaine. The concessions and building area passed. We talked about what went well and what we could improve upon. With the items

that need followed up on in the Spring, there was a firm plan put in place with materials, color and details decided by all involved. With the walk through done and plans in place for some follow up in March/April 2025, Horras felt comfortable with releasing the outstanding retainer funds, with the exception of \$5000.09 to be paid out as a final payment to Spectrum after the Spring work is complete. The KCCEF Fundraiser Soup Supper will be at St Mary's Parish in Sigourney on Saturday, 11/23 at 4pm. Horras, McDonald and Conrad are planning to attend. The SFR and AFR are due on December 1st. Horras shared that that work has been done and we will look at and approve the final numbers for both of those reports tonight in order to submit the details in time. Plans for Christmas in Keota on 12/7, are coming along. Horras has the carriage rides lined up and booked again, and we will have the Vendor Fair, Soup Supper at Schmitt's, Museum will be open, Bingo at the VFW at 7pm, Tree lighting and caroling is planned again, hot chocolate bar and cookies will be served at Prairie Flower Bakery, the winners from the gingerbread house and the house lighting contests will be announced, there will be back drops for picture opportunities and ornament making for the kiddos in the community room of city hall. There should be a little something for everyone to enjoy that evening. The annual Budget Workshop in IC for this year, will be 11/21 from 9:30 – 3:00pm and Horras will attend.

Resolutions and Ordinances:

Resolution 2024-68 Building Permit Approval Michael Carl– Motion to approve by Burroughs, 2nd by McDonald, Greiner & Conrad in favor and Bender absent.

Resolution 2024-69 Approval for Submission to the IEDA Catalyst Grant for John and Jackie Morgan- Motion to approve by Burroughs, 2nd by McDonald, Greiner & Conrad in favor and Bender absent.

Resolution 2024-70 Approval of SRF for FY2024- Motion to approve by Burroughs, 2nd by Greiner, McDonald & Conrad in favor and Bender absent.

Resolution 2024-71 Building Permit Approval Linda Allaman – Motion to approve by Burroughs, 2nd by McDonald, Greiner & Conrad in favor and Bender absent.

New Business:

Discussion/Approval – Annual Finance Report FY24 completion and approval. Motion to approve by Burroughs, 2nd by McDonald, Greiner & Conrad in favor and Bender absent.

Discussion/Possible Action – Approval of Comp Time Payout. After some discussion about the time, the maximum amount of time that can be carried and where we are at in the budget with payroll, the motion to approve the payout for Horras was made by Burroughs, 2nd by McDonald, Greiner & Conrad were in favor and Bender was absent.

Discussion/Approval – Land listings for the City. Motion to approve the City Administrator to begin the listing of the Dalton Property and the portion that will be split off of the small park area, after confirming the need for a bid or listing with a realtor to ensure compliance made by Greiner, 2nd by Burroughs, McDonald & Conrad in favor and Bender absent.

Mayor Comments: Mayor Pro Tem Conrad thanked everyone for their work.

Adjournment: Motion made to adjourn meeting by Greiner, 2nd by McDonald, Burroughs & Conrad in favor and Bender absent. Time 7:56pm.

Next regular meeting, December 2nd, 2024 at 7:00 pm.

Attest:

Mayor Anthony Cansler

City Administrator Alycia A Horras