

City of Keota

City Council Meeting Minutes

September 2, 2025 – 7:00 PM

1. Call to Order

- Meeting was called to order by Mayor Cansler at 7:00 PM.
 - Roll Call: Council members present: Heath McDonald, Matt Greiner, Patty Tinnes, Keith Conrad, Mike Bender.
 - Others in attendance: City Clerk Bruns, Public Works Director Micah Harmsen, Librarian Greiner, Casey James.
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2. Consent Agenda

- Motion by Conrad, seconded by Bender to approve the consent agenda including:
 - a. Approval of Agenda
 - b. Approval of Minutes from Previous Meeting
 - c. Approval of Bills
 - Motion carried.
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Payroll Summary

ALTENHOFEN, CHERYL – 44.40
Bruns, Hunter S – 1,604.77
Cave, Hadley M – 73.52
Chalupa, Elizabeth M – 448.34
Clarke, Kristen – 1,031.51
Conger, Emily R – 67.23
Detweiler, Lexus – 59.09
Dodd, Drew L – 61.91
Galindo, Allie M – 35.09
Galindo, Aubrey – 335.81
Gearhart, Brylee R. – 577.41
Grandstaff, Hunter A – 31.99
GREINER, ASHLEY – 78.83

Greiner, Bridget M. – 180.72
Greiner, Emma E – 44.32
Greiner, Jack L – 378.31
GREINER, TONIA – 1,246.43
HARMSSEN, MICAH – 1,863.22
Libe, Jacob A – 446.03
Lyle, Elyse M. – 428.34
Lyle, Olivia S. – 129.01
Peterson, Maddox J – 65.91
Phillips, Myra – 105.00
Purkeypile, Addison G. – 236.29
Redlinger, Jaylah M. – 129.18
Sieren, Gavin – 339.56
SLAUBAUGH, KEVIN L. – 1,870.01
Sprouse, Tucker B. – 242.31
Werger, Linda E – 55.41

Total Payroll: \$12,859.28

Additional Payroll:

- Conrad, Mia A – 57.26
- Conrad, Reese R – 50.79
- Greiner, Ava K – 500.38
- Greiner, Marlee F – 40.90

Bills Paid

Library Bills Paid

- All American Pest Control – \$35.00 (9/2/2025)
- Center Point Large Print – \$348.12 (9/2/2025)
- Demco – \$131.24 (9/2/2025)
- Dept. of Inspections, Appeals & Licensing – \$165.00 (9/2/2025)
- First National Bank Omaha – \$954.18 (9/2/2025)
- Hardts Sawmill – \$30.00 (9/2/2025)

- Infomax Office Systems Inc. – \$389.24 (9/2/2025)
- Swank Movie Licensing USA – \$346.00 (9/2/2025)
- Toni Greiner – \$3.99 (9/2/2025)

Total Checks: \$2,402.77

3. Public Forum

- No comments were made.

4. Department Reports

a. Public Works – Micah reported that he, Kristen, and Hunter met with Trees Forever and the Iowa Roadside Program on Friday, August 22nd. They visited the planting site to determine which trees to order. Both groups recommended involving community volunteers. Micah contacted Keota Schools' FFA chapter, who agreed to assist with planting on Friday, September 26th. Micah, Kristen, and Hunter also finalized tree orders with James Family Greenhouse.

The city dump continues to be busy, with no issues reported. Mowing is slowing down, but weed spraying will continue for about a month. The old water truck was prepared for auction in Richland this week. The pool is being pumped down as part of winterization. The outside restrooms will remain open through early October. The splash pad was open the past three weekends; cameras showed only two people used it.

b. Library – Librarian Greiner reported that Halloween supplies were ordered during a free shipping promotion. Halloween bags are ready, but the city has not yet set a date for trick-or-treat night. Coffee is continuing successfully. A walnut plaque in memory of Jim Tinnes was placed in the movie room. Quilting will begin September 16. Two Fun Fridays are scheduled (September 12 and 26). An after-school program is scheduled for September 10 with Emily from the Keokuk County Extension Office.

5. Resolutions & Ordinances

- **Resolution 2025-56:** Subscription to *The News Review* for \$64/year.
 - Motion by Greiner, seconded by Conrad. Motion carried.
- **Resolution 2025-57:** Amendments to the Employee Handbook.
 - Discussion held. Item was **tabled**.

6. New Business

a. Payroll for Mia and Reese Conrad

- Motion by Greiner, seconded by Bender. Conrad abstained. Motion carried.

b. Payroll for Ava and Marlee Greiner

- Motion by Conrad, seconded by McDonald. Greiner abstained. Motion carried.

c. August Time Sheets and Comp Time

- Motion by Greiner, seconded by Bender. Motion carried.

d. Sewer Regulations

- Conrad reported that in August he consulted Sanitarian Eric Dursky about handling overdue sewer bills. Dursky shared resolutions from other towns. Conrad provided a copy of these resolutions to council members for review and suggested scheduling a future work session.

e. Direct Deposit Option for City Employees via Banyon

- Clerk Bruns explained Banyon offers a direct deposit module for \$395 plus a \$195 annual support fee. Direct deposit would be optional for employees. Council supported the idea and authorized Bruns to move forward with purchase details. Motion by Conrad, seconded by Greiner. Motion carried.

f. RHRA (Amended Agenda)

- Conrad reported on a one-hour meeting with Rural Housing through Iowa State Extension to review previous grants. Topics included sewer regulations, downtown development, and housing conditions. Several properties in town need attention.

g. Workforce Solutions Contract (Amended Agenda)

- Bender reported he and Mayor Cansler met with Jon Thomas of Workforce Solutions regarding disposal of outdated police equipment. Mayor Cansler clarified the city is **not** eliminating the police department, only outdated equipment. Workforce Solutions would assist with categorizing, quoting, selling, and legally disposing of evidence. Contract cost: \$1,500. Motion by Conrad, seconded by Bender. Motion carried.
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7. Closed Session

- Motion by Conrad, seconded by Greiner to enter Closed Session per Iowa Code 21.5 – Real Estate at 7:55 PM. Motion carried.
 - Returned to Open Session at 8:29 PM.
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8. Mayor's Comments

- Mayor Cansler reported he contacted Anderson Larkin in Ottumwa regarding an audit; they are booked for the next year. He is seeking other options and suggested reaching out to nearby clerks for advice. Clerk Bruns will contact a colleague in Sigourney. Mayor Cansler also suggested online webinars for council training.
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9. Adjournment

- Motion by Greiner, seconded by Conrad to adjourn. Motion carried.
 - Meeting adjourned at 8:47 PM.
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Minutes prepared by: Hunter Bruns (City Clerk)