

**AGENDA**  
**COUNCIL WORKSHOP**  
**October 5, 2017**  
**5:30 P.M.**

- (1) Review council meeting agenda.
- (2) Closed Session.

Enter into closed session pursuant to Iowa Code Section 21.5(i) to discuss City Administrator Contract.

**AGENDA**  
**CITY COUNCIL MEETING**  
**October 5, 2017**  
**6:30 P.M.**

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Mayor's Correspondence:
5. Citizen's Request.
6. Consent Agenda.
  - Minutes of the regular City Council meeting of September 21, 2017;
  - Minutes of the Civil Service meeting of September 29, 2017;
  - Receive Council Reports;
  - Renewal Liquor license – Aldi, Inc. #15, 3379 Main Street, effective October 22, 2017 - Class C Beer Permit with Sunday Sales;
  - Knights of Columbus, 11 North 6<sup>th</sup> Street, effective October 23, 2017 – Class A Liquor License (Private Club) with Sunday Sales;
  - Reappointment of Mike Hickey to the Board of Trustees of the Keokuk Municipal Waterworks, term to expire November 1, 2023;
  - Reappointment of Mike Hausch to the Board of Trustees of the Keokuk Municipal Waterworks, term to expire November 1, 2023;
  - Reappointment of Sandy Seabold and Dianne Stanley to the Human Rights Commission, term to expire September 19, 2019;
  - Reappointment of Ray Bradley, Jr., Fred Seay, Jr. to the Human Rights Commission, term to expire September 19, 2020;
  - Motion to pay the bills and transfers listed within Register No.'s 4954-4956;
7. Consider a resolution to vacate and dispose of the North 20' x 120' of alley in block 5, Kilbourne Addition.
8. Consider resolution updating the return to work program.
9. Consider resolution authorizing the Mayor to accept a quote with A.C. McCartney in the amount of \$50,793 for a 2017 Kubota tractor and mowers.
10. Consider resolution to approve a bid for demolition of the Unitarian Church.
11. Committee Reports (Reports from council representatives).
12. New Business:
13. Adjourn meeting.

**MINUTES**  
**CITY COUNCIL MEETING**  
**September 21, 2017**  
**6:30 P.M.**

The City Council of the City of Keokuk met in regular session on September 21, 2017 at 6:30 p.m. in the City Council Chambers, 415 Blondeau Street, with Mayor Thomas D. Marion presiding and seven council members present, two absent: Mike O'Connor, Ron Payne, Dan Winn, John Helenthal, Sandy Pollitt, Roger Bryant and Susan Dunek. Larry Mortimer and Mike Moore were absent. Staff in attendance: City Administrator Aaron Burnett, City Clerk Jean Ludwig, Public Works Director Mark Boussetot, Community Development Director Pam Broomhall, Code Enforcement Officer Kathie Mahoney, Police Chief Dave Hinton and Fire Chief Gabe Rose.

**MAYOR'S CORRESPONDENCE:** The Mayor made the following announcements: E Waste Recycling will be held September 26<sup>th</sup> from 7:00 a.m.-1:00 p.m. at 2323 Main Street. City wide cleanup is September 30 – October 14<sup>th</sup>. Vouchers are available at City Hall. Urban deer hunt testing will be held next week. Check the City web site for dates and times. He also received a note from Rollin' on the River thanking the City for their support.

**CITIZEN'S REQUEST:** Whitney Wagaman of 107 Bel Air, and owner of Rosie Posie Child Care Center, spoke to the Council asking them to consider changing the ordinance that allows one complaint to halt the Board of Adjustment from approving a special use permit. She would like to expand her operations to Trinity Methodist Church, and an adjoin property owner is opposed. She explained she has a waiting list, and the community is in need of her services. The Council referred her to the Planning Commission. Community Development Director Broomhall will ask the Planning Commission to have a special meeting on the subject.

Motion made by Pollitt, Second by Helenthal to approve the following consent agenda.  
(7) AYES, (0) NAYS. Motion carried.

**CONSENT AGENDA:**

- Minutes of the regular City Council meeting of September 7, 2017;
- Minutes of the Safety Committee Meeting of September 19, 2017;
- Receive Council Reports;
- Renewal Liquor license – **RESOLUTION NO. 323-17:** American Legion, Keokuk Post #41, 727 Main Street, effective September 29, 2017 - Class A Liquor License with Sunday Sales; **RESOLUTION NO. 324-17:** The Cellar, 29 South 2<sup>nd</sup> Street, effective September 30, 2017 – Class C Liquor License with Sunday Sales; **RESOLUTION NO. 325-17:** Casey's General Store #2636, 3530 Main Street, effective October 3, 2017 – Class C Beer Permit; **RESOLUTION NO. 326-17:** Hy-Vee Wedding Reception, 100 Mississippi Drive, effective October 7, 2017 – Special Class C Liquor License; **RESOLUTION NO. 327-17:** Driftwood 13, 1324 Main Street, effective October 8, 2017 – Class C Liquor License with Outdoor Service & Sunday Sales;

- Fireworks display Special Event Permit for Homecoming activities at Calvert Stadium on September 29, 2017;
- Resignation of Craig K. Bullis from the Grand Theatre Commission, effective immediately;
- Resignation of Howard Carter from the Grand Theatre Commission, effective November 5, 2017;
- Re-appointment of Brent Haage to the Keokuk Housing Authority, term to expire September 5, 2019;
- **RESOLUTION NO. 328-17:** Motion to approve the Street Finance Report for 2017;
- Motion to pay the bills and transfers listed within Register No.'s 4951-4953;

Mayor Marion opened the public hearing at 6:47 p.m. vacating and disposing of certain drainage and utility easements at lots 10 & 11, 12 & 13, and 13 & 14, Kindustry Park Subdivision in the City of Keokuk. A public hearing notice was published in the Daily Gate City on September 11, 2017.

**COMMENTS:** Burnett said this will allow Seither & Cherry to proceed with their plans for expansion.

Mayor Marion closed the public hearing at 6:49 p.m. and the following proposed resolution was adopted.

Motion to approve by Pollitt, Second by Helenthal to approve the following proposed **RESOLUTION NO. 329-17:** "A RESOLUTION VACATING AND DISPOSING OF CERTAIN DRAINAGE AND UTILITY EASEMENTS AT LOTS 10 & 11, 12 & 13, AND 13 & 14, KINDUSTRY PARK SUBDIVISION IN THE CITY OF KEOKUK."

(7) AYES, (0) NAYS. Motion carried.

Motion made by Winn, Second by Pollitt to approve the following proposed **RESOLUTION NO. 330-17:** "A RESOLUTION ISSUING CERTIFICATE OF COMPLETION TO LEANDER CONSTRUCTION, INC. FOR WATER POLLUTION CONTROL PLANT IMPROVEMENTS."

(7) AYES, (0) NAYS. Motion carried.

Motion made by Helenthal, Second by O'Connor to approve Main Street Challenge Grant local funding from façade funds and to sign a letter of support of the grant submission. (7) AYES, (0) NAYS. Motion carried.

**COMMITTEE REPORTS:** Pollitt said the Code Revision Committee will meet tomorrow, September 22, at 1:00 p.m. to discuss revising the City's noise ordinance.

Motion to adjourn meeting made by Helenthal, Second by Bryant. (7) AYES, (0) NAYS. Motion carried.

Meeting adjourned at 6:55 p.m.

Civil Service Commission Meeting

September 29, 2017

Meeting called to order at 12:35 by City Clerk Jean Ludwig.

Roll Call: PRESENT: Shaffer-Smith, Jeffers. ABSENT: Hogan. Also present Police Chief Dave Hinton and City clerk Jean Ludwig.

In the absence of Chairman Hogan, Shaffer-Smith made a motion to elect Jeffers as the chairperson of the meeting. Second by Jeffers. Motion approved

Hinton explained that the KPD has hired two officers from the regional testing list. The police department is in need of another officer. All others on the current regional list have either been hired by other departments or are unavailable for other reasons. Shaffer-Smith made a motion to confirm that the current list is exhausted, and to conduct our own test. Second by Jeffers. Motion approved.

Discussed a tentative time line (attached) for recruitment/testing procedure, pending Commissioner Hogan can use a room at KHS, and ads can be placed in a timely manner. An attempt was made to reach Hogan by phone, but was not successful. Ludwig said she would continue to try and contact Mr. Hogan. Motion to approve tentative timeline was made by Shaffer-Smith. Second by Jeffers. Motion approved.

Motion to adjourn by Shaffer Smith. Second by Jeffers. Meeting adjourned at 1:06.

Respectfully submitted by Jean Ludwig, City Clerk.

## TENTATIVE SCHEDULE FOR HIRING ENTRY LEVEL OFFICER 2017

October 3-6	Advertising
October 20	Applications Due
October 23	Commission meets to review applicants at 6:00pm
October 24	Send list of names to Standard & Associates
Nov. 4	Testing. After testing the commission will meet to certify list.
Nov. 13 – 18	Interviews
Nov. 20 -22	MMPI /Background (Thanksgiving week)
Nov. 27 – Dec. 1	Polygraphs
Dec. 4 – 8	Medical/Physicals

**PCT OF FISCAL YTD 33.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	POLICE ADMINISTRATION TOTAL	1,346,731.00	46,093.34	315,999.24	23.46	1,030,731.76
	POLICE UNION TOTAL	1,097,766.00	41,649.89	283,939.55	25.87	813,826.45
	POLICE COMMUNICATIONS TOTAL	56,131.00	2,097.91	14,933.77	26.61	41,197.23
	POLICE RECORDS TOTAL	101,381.00	3,817.90	27,121.31	26.75	74,259.69
	LEE CO NAR TASK FORCE TOTAL	87,627.00	3,594.08	25,306.94	28.88	62,320.06
	GTSB SAFETY GRANT TOTAL	5,058.00	.00	849.86	16.80	4,208.14
	COPS IN SCHOOLS TOTAL	.00	.00	.00	.00	.00
	FLOOD CONTROL TOTAL	31,450.00	428.58	6,996.66	22.25	24,453.34
	FIRE ADMINISTRATION TOTAL	1,051,453.00	18,276.72	427,844.27	40.69	623,608.73
	FIRE PROTECTION TOTAL	1,350,080.00	52,432.21	362,499.08	26.85	987,580.92
	EMERGENCY CORP TOTAL	6,225.00	70.45	1,454.89	23.37	4,770.11
	FIRE EQUIPMENT RESERVE TOTAL	.00	.00	.00	.00	.00
	FIRE TRAINING GRANT TOTAL	.00	.00	.00	.00	.00
	EMERGENCY CORP TOTAL	.00	.00	.00	.00	.00
	HOUSING TOTAL	611,440.00	6,501.53	64,001.58	10.47	547,438.42
	ANIMAL CONTROL TOTAL	129,938.00	4,401.48	34,672.11	26.68	95,265.89
	<b>PUBLIC SAFETY TOTAL</b>	<b>5,875,280.00</b>	<b>179,364.09</b>	<b>1,565,619.26</b>	<b>26.65</b>	<b>4,309,660.74</b>
	STREETS/ROADWAYS TOTAL	.00	.00	.00	.00	.00
	ROADWAY MAINTENANCE/RUT TOTAL	670,712.00	25,041.24	179,000.37	26.69	491,711.63
	STREET LIGHTING TOTAL	217,000.00	465.44	35,657.23	16.43	181,342.77
	TRAFFIC LIGHTS TOTAL	28,000.00	676.41	85,153.26	304.12	57,153.26-
	SNOW REMOVAL TOTAL	92,770.00	.00	823.00	.89	91,947.00
	STREET CLEANING TOTAL	38,920.00	259.02	5,247.32	13.48	33,672.68
	AIRPORT TOTAL	100,463.00	6,568.12	29,512.50	29.38	70,950.50
	BULK FUEL TOTAL	79,950.00	6,829.70	23,435.47	29.31	56,514.53
	VEHICLE MAINTENANCE TOTAL	234,804.00	7,492.44	66,664.12	28.39	168,139.88
	GENERAL MAINTENANCE TOTAL	.00	.00	.00	.00	.00
	PUBLIC WORKS EQUIP RES TOTAL	.00	.00	.00	.00	.00
	PUBLIC WORKS ADMINISTRATION TOTAL	349,842.00	11,001.17	78,841.03	22.54	271,000.97
	<b>PUBLIC WORKS TOTAL</b>	<b>1,812,461.00</b>	<b>58,333.54</b>	<b>504,334.30</b>	<b>27.83</b>	<b>1,308,126.70</b>
	LIBRARY TOTAL	522,751.00	15,631.01	125,293.70	23.97	397,457.30
	LIBRARY COUNTY TOTAL	8,817.00	.00	.00	.00	8,817.00
	LIBRARY GRANTS TOTAL	.00	.00	.00	.00	.00
	LIBRARY TRUST FUND TOTAL	.00	.00	177.79	.00	177.79-
	RIVER MUSEUM TOTAL	13,938.00	653.75	7,700.77	55.25	6,237.23
	GRAND THEATRE TOTAL	84,350.00	1,249.39	20,496.60	24.30	63,853.40
	GRAND THEATRE RESERVE TOTAL	.00	.00	.00	.00	.00
	UNION DEPOT TOTAL	7,900.00	159.18	1,143.67	14.48	6,756.33
	HISTORIC PRESERVATION COM TOTAL	.00	.00	.00	.00	.00
	PARKS TOTAL	316,572.00	11,475.92	157,030.30	49.60	159,541.70
	MARY E TOLMIE FUND TOTAL	.00	.00	.00	.00	.00
	PARK MAINT & IMPROV RESER TOTAL	.00	.00	.00	.00	.00
	JOYCE PARK TOTAL	.00	.00	.00	.00	.00
	SWIMMING POOL TOTAL	130,529.00	1,547.33	67,525.19	51.73	63,003.81
	RED CROSS TOTAL	.00	.00	.00	.00	.00

**BUDGET REPORT**  
**CALENDAR 10/2017, FISCAL 4/2018**

**PCT OF FISCAL YTD 33.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	SWIMMING POOL RESERVE TOTAL	.00	.00	.00	.00	.00
	CEMETERY TOTAL	290,498.00	6,827.90	56,788.49	19.55	233,709.51
	PERPETUAL CARE TOTAL	.00	.00	.00	.00	.00
	HOTEL/MOTEL TAX TOTAL	210,000.00	.00	98,350.00	46.83	111,650.00
	<b>CULTURE &amp; RECREATION TOTAL</b>	<b>1,585,355.00</b>	<b>37,544.48</b>	<b>534,506.51</b>	<b>33.72</b>	<b>1,050,848.49</b>
	RBEG GRANT TOTAL	.00	.00	136.28	.00	136.28-
	HOUSING & URBAN RENEWAL TOTAL	.00	.00	1,842.05	.00	1,842.05-
	GENERAL ECONOMIC DEVELOP TOTA	.00	.00	63,759.00	.00	63,759.00-
	LHAP GRANT TOTAL	.00	.00	.00	.00	.00
	TARGETED JOBS TAX CREDIT TOTA	.00	5,021.20	94,457.95	.00	94,457.95-
	IFA PROJECT-BASED HOUSING TOTA	.00	.00	.00	.00	.00
	LOW & MODERATE INCOME TOTAL	.00	.00	.00	.00	.00
	BUILDING/ZONING TOTAL	163,495.00	4,262.92	38,890.63	23.79	124,604.37
	FERRO-SIL BUILDING TOTAL	2,550.00	8,414.00	57,604.82	2,259.01	55,054.82-
	TWIN RIVERS TIF TOTAL	.00	.00	.00	.00	.00
	<b>COMMUNITY &amp; ECO DEVELOPMT TOTA</b>	<b>166,045.00</b>	<b>17,698.12</b>	<b>256,690.73</b>	<b>154.59</b>	<b>90,645.73-</b>
	MAYOR, COUNCIL, CLERK ADM TOTA	609,164.00	27,286.78	170,059.12	27.92	439,104.88
	DATA PROCESSING TOTAL	19,500.00	95.00	784.45	4.02	18,715.55
	CONTINGENCY TOTAL	.00	.00	.00	.00	.00
	ELECTIONS TOTAL	12,000.00	.00	.00	.00	12,000.00
	CITY ATTORNEY TOTAL	5,000.00	.00	12,320.00	246.40	7,320.00-
	MUNICIPAL BUILDING TOTAL	165,300.00	459.09	12,383.11	7.49	152,916.89
	GENERAL INSURANCE TOTAL	125,000.00	858.00	5,358.00	4.29	119,642.00
	10% SALES TAX/HUMAN DEVEL TOTA	.00	.00	.00	.00	.00
	PUBLIC SERVICE TV TOTAL	1,659.00	.00	163.57	9.86	1,495.43
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>937,623.00</b>	<b>28,698.87</b>	<b>201,068.25</b>	<b>21.44</b>	<b>736,554.75</b>
	DEBT SERV/2016B TOTAL	403,740.00	.00	.00	.00	403,740.00
	DEBT SERVICE TOTAL	318,000.00	.00	.00	.00	318,000.00
	DEBT SERVICE-2009A SEWER TOTA	.00	.00	.00	.00	.00
	DEBT SERVICE-13D Grand Av TOTA	268,100.00	.00	.00	.00	268,100.00
	DEBT SERVICE -12 GO BONDS TOTA	100,024.00	.00	.00	.00	100,024.00
	DEBT SERVICE-2013B Refi 06 TOTA	232,935.00	.00	.00	.00	232,935.00
	DEBT SERVICE-HAMPTON INN TOTA	.00	.00	.00	.00	.00
	DEBT SERVICE-2013A Fire E TOTA	.00	.00	.00	.00	.00
	DEBT SERVICE-09 GO BONDS TOTA	.00	.00	.00	.00	.00
	DEBT SERVICE-2013C Aquati TOTA	284,875.00	.00	.00	.00	284,875.00
	DEBT SERV/2009D/2010 TOTAL	.00	.00	.00	.00	.00
	DEBT SERV/2016A TOTAL	295,922.00	.00	.00	.00	295,922.00
	Floodwall TIF TOTAL	.00	.00	.00	.00	.00
	River Hills TIF TOTAL	.00	.00	.00	.00	.00
	KEO SENIOR HOUSING TIF TOTAL	.00	.00	.00	.00	.00
	TWIN RIVERS TIF TOTAL	.00	.00	.00	.00	.00

**BUDGET REPORT**  
**CALENDAR 10/2017, FISCAL 4/2018**

**PCT OF FISCAL YTD 33.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	HAMPTON INN TIF TOTAL	.00	.00	.00	.00	.00
	DOWNTOWN URBAN RENEW TIF TOTA	.00	.00	16,741.00	.00	16,741.00-
	DEBT SERVICE TOTAL	1,903,596.00	.00	16,741.00	.88	1,886,855.00
	Floodwall Repair TOTAL	.00	.00	.00	.00	.00
	02 SIDEWALK PROGRAM TOTAL	.00	.00	1,325.50	.00	1,325.50-
	04 CURB & GUTTER TOTAL	.00	.00	.00	.00	.00
	03 ACCESS IMPROV/ADA TOTAL	.00	.00	.00	.00	.00
	GRAND AVE STREET PROJECT TOTA	.00	.00	4,618.85	.00	4,618.85-
	12 YEAR STREET PROGRAM TOTAL	500,000.00	.00	566,488.11	113.30	66,488.11-
	TOTAL	.00	.00	.00	.00	.00
	AIRPORT REHAB TOTAL	.00	.00	.00	.00	.00
	AIRPORT-FFA #18 RUNWAY TOTAL	.00	.00	.00	.00	.00
	AIRPORT-RUNWAY GRANT #17 TOTA	.00	.00	.00	.00	.00
	AIRPORT-FAA GRANT AIP#19 TOTA	.00	.00	28,177.91	.00	28,177.91-
	CAP PROJECT-MISSOURI AVE TOTA	.00	.00	.00	.00	.00
	CAP PROJ-RAND PARK BLUFF TOTA	.00	.00	.00	.00	.00
	RIVER MUSEUM PROJECT TOTAL	.00	.00	.00	.00	.00
	CEMETERY STREE PROJECT TOTAL	.00	.00	.00	.00	.00
	AQUATIC CENTER TOTAL	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	500,000.00	.00	600,610.37	120.12	100,610.37-
	WPC MAINTENANCE & OPERATI TOTA	2,415,378.00	51,872.75	762,564.12	31.57	1,652,813.88
	INDUSTRIAL PRETREATMENT TOTAL	.00	.00	.00	.00	.00
	SANITARY SEWER MAINTENANC TOTA	1,547,492.00	22,954.74	150,451.65	9.72	1,397,040.35
	CAP PROJ-LIFT STATIONS TOTAL	750,000.00	.00	.00	.00	750,000.00
	STORM SEWER SEPARATION TOTAL	.00	18,446.00	27,273.75	.00	27,273.75-
	GRIT BASIN PROJECT TOTAL	.00	.00	.00	.00	.00
	REFUSE COLLECTION TOTAL	772,476.00	16,830.87	162,483.83	21.03	609,992.17
	LEACHATE CONTROL TOTAL	50,000.00	.00	29,558.67	59.12	20,441.33
	MUNICIPAL BRIDGE TOTAL	451,360.00	6,727.50	97,259.43	21.55	354,100.57
	CAP EQUIP/RESV-MUN BRIDGE TOTA	.00	.00	.00	.00	.00
	REGIONAL TRANSIT TOTAL	.00	.00	2,125.00	.00	2,125.00-
	NON-PROGRAM GENERAL REV TOTAL	.00	1,172.89	144,826.94	.00	144,826.94-
	ENTERPRISE TOTAL	5,986,706.00	118,004.75	1,376,543.39	22.99	4,610,162.61
	TOTAL	.00	.00	.00	.00	.00
	TRANSFERS TOTAL	5,820,444.00	.00	.00	.00	5,820,444.00
	TRANSFER TOTAL	.00	.00	2,300,000.00	.00	2,300,000.00-
	NON-PROGRAM GENERAL REV TOTAL	.00	.00	.00	.00	.00
	TRANSFER OUT TOTAL	5,820,444.00	.00	2,300,000.00	39.52	3,520,444.00

**BUDGET REPORT**  
**CALENDAR 10/2017, FISCAL 4/2018**

**PCT OF FISCAL YTD 33.3%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	TOTAL ALL FUNCTIONS	24,587,510.00	439,643.85	7,356,113.81	29.92	17,231,396.19
		=====	=====	=====	=====	=====

**TREASURER'S REPORT  
CALENDAR 10/2017, FISCAL 4/2018**

HOL FUND#	TITLE	LAST REPORT ON HAND	EXPENSES	REVENUE	BALANCE
001	GENERAL	1,171,100.72	283,825.20	187,021.93	1,116,890.71
110	ROAD USE TAX	1,434,036.65	32,792.70	.00	1,406,046.75
112	EMPLOYEE BENEFITS	27,519.75	.00	.00	27,519.75
119	EMERGENCY TAX LEVY FUND	5,553.14	.00	.00	5,553.14
121	SALES TAX - HUMAN DEV	88,828.39	.00	.00	88,828.39
122	SALES TAX - INFRASTRUCT	128,332.34	.00	.00	128,332.34
123	50% SALES TAX-PROP TAX	116,228.82	.00	.00	116,228.82
125	TAX INCREMENT FINANCING	1,864.90	.00	.00	1,864.90
160	ECONOMIC DEVELOPMENT	50,631.94	5,021.20	150.00	45,760.74
182	SWIM POOL RESERVE	1,070.00	.00	.00	1,070.00
183	GRAND THEATRE RESERVE	1,051.17	.00	.00	1,051.17
184	MARY E TOLMIE FUND	81,873.04	.00	.00	81,873.04
185	PARK MAINT & IMPROV RES	143,956.18	.00	260.00	144,216.18
186	LIBRARY TRUST FUNDS	54,655.83	.00	125.00	54,780.83
187	PUBLIC WORKS EQUIP RESE	12,800.78	.00	.00	12,800.78
200	DEBT SERVICE	122,230.04	.00	.00	122,230.04
301	CAPITAL PROJECTS	820,102.32	.00	.00	820,102.32
302	RIVERFRONT BARGE PROJEC	.00	.00	.00	.00
500	NON-EXPENDABLE TRUST FU	446,249.49	.00	.00	446,249.49
610	WPC MAINT & OPERATION	3,946,378.29	74,827.49	216,894.47	4,098,593.93
611	WATER POL CONTROL RESER	95,794.63-	.00	.00	95,794.63-
612	SEWER MAINTENANCE RESER	870,483.60-	.00	.00	870,483.60-
613	WATER POL CONTR CAP PRO	.00	.00	.00	.00
614	SEWER IMPROVEMENT RESER	937,305.67	18,446.00	.00	918,859.67
617	CDBG SWR POINT REPAIR P	.00	.00	.00	.00
670	SOLID WASTE FUND	77,890.06	16,830.87	67,097.68	131,704.29
671	SOL WAS EQUIP REPLACE R	.00	.00	.00	.00
672	CAP PROJ-REMEDIAL ACTIO	.00	.00	.00	.00
690	MUNICIPAL BRIDGE	3,009,476.43	6,727.50	.00	3,003,926.74
810	INTERNAL SERVICE FUND	28,868.80-	1,172.89	33,694.45	3,652.76
Report Total		11,683,988.92	439,643.85	505,243.53	11,811,858.55

**RESOLUTION NO.**

**WHEREAS**, Application has been made by Aldi, Inc., for a Class C Beer Permit with Sunday Sales for Aldi, Inc. #15, 3379 Main Street; **AND**

**WHEREAS**, such an investigation has been conducted.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:**

**THAT**, Aldi, Inc. has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class C Beer Permit with Sunday Sales for Aldi, Inc. #15, 3379 Main Street, effective October 22, 2017 be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 5<sup>th</sup> day of October, 2017.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: \_\_\_\_\_  
THOMAS D. MARION, MAYOR

ATTEST: \_\_\_\_\_

JEAN LUDWIG, CITY CLERK

**RESOLUTION NO.**

**WHEREAS**, Application has been made by Delasalle Council No. 619 of Knights of Columbus, for a Class A Liquor License with Sunday Sales for Knights of Columbus, 11 North 6<sup>th</sup> Street; **AND**

**WHEREAS**, such an investigation has been conducted.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:**

**THAT**, Delasalle Council No. 619 of Knights of Columbus has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class A Liquor License with Sunday Sales for Knights of Columbus, 11 North 6<sup>th</sup> Street, effective October 23, 2017 be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 5<sup>th</sup> day of October, 2017.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: \_\_\_\_\_  
THOMAS D. MARION, MAYOR

ATTEST: \_\_\_\_\_

JEAN LUDWIG, CITY CLERK

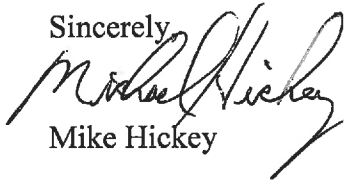
September 21, 2017

Mike Hickey  
1211 Grand Avenue  
Keokuk, IA 52632

Dear Mayor,

I would like to request my reappointment to the Board of Trustees of the Keokuk Municipal Waterworks. My term expires in November of this year.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Hickey", written over the typed name below it.

Mike Hickey


September 21, 2017

Mike Hausch  
712 N 17<sup>th</sup> Street  
Keokuk, IA 52632

Dear Mayor,

I would like to request my reappointment to the Board of Trustees of the Keokuk Municipal Waterworks. My term expires in November of this year.

Sincerely,

A handwritten signature in cursive script that reads "Mike Hausch".

Mike Hausch

**PAYMENT OF THE FOLLOWING CLAIMS FOR THE CITY ARE APPROVED AND CLAIMS FOR THE LIBRARY AND AIRPORT ARE ACKNOWLEDGED FOR THE PURPOSE OF PAYING THE SEMI-MONTHLY BILLS FOR THE COUNCIL MEETING OF OCTOBER 5, 2017.**

**REGISTER NO. 4954**

ALTORFER INC.	PARTS	\$ 463.68
BEARING HEADQUARTERS CO.	PARTS	\$ 1,113.35
BURLINGTON HAWK EYE	SUBSCRIPTION RENEWAL	\$ 72.00
KEOKUK MUNICIPAL WATER WORKS	SEWER/GARBAGE BILLING/1 CALL	\$ 1,971.86
KEOKUK TERMITE & PEST CONTROL	PEST CONTROL	\$ 190.00
GRAY QUARRIES, INC	ROADROCK	\$ 586.63
HARTRICK'S LUMBER	SUPPLIES	\$ 195.73
RIVER CITY PARTS, INC.	PARTS	\$ 264.04
SHERWIN-WILLIAMS CO.	SUPPLIES/PAINT	\$ 73.11
J & S ELECTRONICS BUSINESS,INC	LIBRARY CONTRACT	\$ 69.22
S. J. SMITH WELDING SUPPLY	PARTS/SUPPLIES	\$ 136.72
IDEAL READY MIX COMPANY, INC	CONCRETE	\$ 1,314.50
HICKEY CONTRACTING COMPANY	LABOR/MATERIALS	\$ 585.00
FEDEX	SHIPPING CHARGES	\$ 17.82
KEYSTONE LABORATORIES, INC.	TEST SAMPLES	\$ 56.00
BAKER & TAYLOR BOOKS	BOOKS KEOKUK PUBLIC LIBRARY	\$ 646.32
MCFARLAND-SWAN OFFICE CITY	LIBRARY SUPPLIES	\$ 91.78
ALLIANT	ELECTRIC BILL	\$ 20,330.91
THE CARDBOARD BOX	UPS CHARGES	\$ 163.46
VISION SERVICE PLAN	VISION COVERAGE	\$ 3,238.95
HACH COMPANY	PUMP REPLACEMENT	\$ 1,212.39
CENTURY LINK	SERVICES	\$ 106.79
LINDNER AVIATION, INC.	MANAGER FEE/MOWING/MAINT	\$ 4,918.46
DATA TECHNOLOGIES, INC	FALL TRAINING	\$ 95.00
KEOKUK AREA HOSPITAL	MEDICAL SERVICES	\$ 19.58
SAFETY-KLEEN	CLEAN SOLVENT	\$ 206.50
TRUCK REPAIR, INC	PARTS	\$ 39.61
MODJESKI & MASTERS, INC.	BRIDGE INSPECTION	\$ 725.00
PETTY CASH - FINANCE DEPARTMENT	PETTY CASH	\$ 237.60
VAN METER INDUSTRIAL	PARTS/SUPPLIES	\$ 1,336.39
RESERVE ACCOUNT	POSTAGE	\$ 500.00
KOEHLER IMPLEMENT INC.	PARTS	\$ 22.62
KEOKUK CONTRACTORS, INC	BACKFLOW TESTING	\$ 195.00
CONNECTION INSURANCE	INSURANCE	\$ 858.00
HUFFMAN MACHINE & WELDING, INC	SUPPLIES/PARTS	\$ 202.94
RATHBUN REGIONAL WATER ASSOC.	AIRPORT WATER BILL	\$ 36.17
VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 2,500.00
DOWNEY'S FIRE EQUIPMENT	ANNUAL EXTINGUISHER INSPECTION	\$ 520.00
HY-VEE, INC.	SUPPLIES	\$ 322.96
IOWA DIVISION OF LABOR SERVICE	BOILER INSPECTION	\$ 270.00
CONN COMMUNICATIONS, INC	BANNER	\$ 67.80

**REGISTER NO. 4955**

VWR INTERNATIONAL	LAB SUPPLIES	\$	34.03
PER MAR SECURITY SERVICES	SECURITY MONITORING	\$	186.75
PATTERSON PLUMBING & HEATING	PARTS/LABOR	\$	158.00
NORTH CENTRAL LABORATORIES	LAB SUPPLIES	\$	233.04
YOUNGGREN SHOES	SAFETY BOOTS	\$	234.74
NIEMANN FOODS, INC./ACE	SUPPLIES	\$	37.51
SIMPLEXGRINNEL	ANNUAL FIRE ALARM TEST LIBRARY	\$	564.27
RANDY WINN	REIMB.HEALTH INSURANCE PREMIUM	\$	335.00
STREETERS DECORATING	OFFICE EQUIPMENT	\$	423.29
FASTENAL COMPANY	PARTS/SUPPLIES	\$	69.30
SEARS COMMERCIAL ONE	CARD SERVICES	\$	99.99
YSI, INC.	LAB SUPPLIES	\$	162.79
WAL-MART COMMUNITY/GECRB	SUPPLIES	\$	585.15
JERRY'S LOCKSMITH	KEYS/INSTALL LOCKS	\$	236.00
SCHIMBERG CO.	PARTS/SUPPLIES	\$	3,016.69
EMC NATIONAL LIFE COMPANY	INSURANCE PREMIUM	\$	1,248.91
MEDIACOM	SERVICES	\$	63.02
LCL FARMS INC.	BIO SOLID TRUCKING/SPREADING	\$	15,674.73
MUNICIPAL EMERGENCY SERVICES	THERMAL IMAGER BATTERIES	\$	300.00
GARY L. PFEIFERLING	POLICE VEHICLE CLEANING	\$	880.00
IMI EQUIPMENT, LLC	MOWER BLADES	\$	278.76
UNIVERSITY OF IOWA HEALTH CARE	MEDICAL SERVICES	\$	68.19
PAT THOMPSON	PLAQUES (DONATIONS)	\$	510.00
TWO RIVERS VETERINARY CENTER	ANIMAL SERVICES	\$	125.50
WEST CENTRAL FS INC.	BULK FUEL	\$	15,860.73
L-BIRD CONVENTION	ANNUAL L-BIRD FLY IN SUPPORT	\$	300.00
VERIZON WIRELESS	CELLULAR SERVICE	\$	128.50
WINDSTREAM	SERVICES	\$	1,590.16
DARKSIDE TINT & GRAPHIX	ANIMAL CONTROL SHIRTS	\$	456.00
RNJ'S DISTRIBUTION INC.	WATER + FUEL SURCHARGE	\$	22.80
LIBERTY UTILITIES MIDSTATES	SERVICES	\$	1,293.65
DOUG SEABOLD	REIMB. TOOL ALLOWANCE	\$	107.00
JAMES WALLACE	JANITORIAL SERVICE @ GRAND	\$	305.00
DIANNE STANLEY	MONTHLY MANAGER FEE @ GRAND	\$	425.00
INTERSTATE BILLING SERVICE,INC	PARTS/SUPPLIES	\$	529.38
JIM DAVIDSON	MOWING @ VARIOUS PROPERTIES	\$	1,035.00
GRAPHIC EQUIPMENT CORPORATION	PARTS/SUPPLIES WPC	\$	1,375.00
LEANDER CONSTRUCTION, INC.	PAY EST #15 FINAL	\$	15,946.00
TRUELINE FIRE & SAFETY	SUPPLIES	\$	418.59
KT CONSTRUCTION AND ABATEMENT	ASBESTOS ABATEMENT	\$	2,250.00
RICOH USA, INC.	KEOKUK PUBLIC LIBRARY	\$	45.92
VISA	CARD SERVICES	\$	1,312.15
WILBUR L. QUINN JR.	CLEANED/HAUL/SECURE LOCATIONS	\$	700.00
KEOKUK MILLS, LLC	TARGETED JOBS TAX CREDIT	\$	5,021.20
ANDERSON, LARKIN & CO, PC	AUDIT JUNE 2017 FINANCIAL	\$	9,250.00





ITEM NO. 7

**CITY OF KEOKUK**  
CITY COUNCIL AGENDA COMMUNICATION

Today's Date: October 3, 2017 Meeting Date: October 5, 2017

<p>SUBJECT: Vacation and disposal of the 20' x 120' portion of alley in the 1600 Block of Main between Main &amp; Johnson Street, to Community Health Centers of Southeast Iowa.</p>	<p>ACTION REQUIRED:  <input type="checkbox"/> Ordinance  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Approval  <input type="checkbox"/> Receive/File</p>
--	---

<p>SYNOPSIS</p>	<p>Community Health Center have proposed to construct a dental clinic and likely a medical center in the future. The City Planning Commission reviewed the request and recommended approval of the request. The City Council held a public hearing on April 20, 2017, staff advised council of concerns from Keokuk Municipal Water Works due to a 16" water main in the alley and further advised of an additional easement beyond the 20' alleyway.</p>
<p>FISCAL IMPACT</p>	<p>Recording fees</p>
<p>RECOMMENDATION</p>	<p>Recommend approval based on CHC abandoning a public 8" clay sewer line from the cleanout at So. 17<sup>th</sup> Street to an area south of the vacated alley where a new manhole will be located and an additional 8' easement on each side of the alley be granted for existing utilities maintenance</p>

Mandatory Attorney Review Completed: \_\_\_\_\_

Responsible City Staff Member(s): Pam Broomhall



# KEOKUK MUNICIPAL WATERWORKS

20 N. 4TH STREET

P.O. BOX 10

KEOKUK, IOWA

52632

PHONE: 319-524-5285

FAX: 319-524-2824

WEBSITE: KEOWATER.COM

## TRUSTEES:

OTTO M. HAUSCH  
DAVE BOGNER  
KIMBERLY BOYD  
MICHAEL HICKEY  
RAYMOND LONG

GENERAL MANAGER:  
ANDREA J. ROGERS

September 26, 2017

Dear City Council and City Administrator,

Keokuk Municipal Waterworks was notified in April 2017 of the intention of the City of Keokuk to vacate the alley between 16<sup>th</sup> and 17<sup>th</sup> and Main Street and Johnson Street. The Waterworks has concerns with this recommendation and opposes the vacation of the alley. Public right of way is important for not only the public for roadways but also for the utilities that have water mains, sewer mains, electrical or gas lines. This space gives utilities the rights to maintain their assets and make repairs when needed. Keokuk Municipal Waterworks is opposed in principal to vacating alleys to private property owners. This action reduces the physical space to be able to make repairs to our water mains in the event of a main repair. Located in the proposed alley is a 16 inch water main transporting water from the treatment plant to the tower. The proposed footprint of the building is located in close proximity to the water main.

The concern is in the event of a break in this main there would be damage to the proposed building due to the proximity of the proposed building to our main. If the council decided to move forward with this proposal, it is **recommended that the original alley boundary plus an additional 8 foot on both sides of the alley easement be included in the utility easement.** The Waterworks would need access to be able to repair and maintain our water main.

Mike Haney, Distribution Superintendent, shares my opposition to the proposed vacation of alley. "It is 1938 cast iron, we would have to shut 7 valves off to stop the leak which would take at least an hour after being notified of a leak. The excavated area to repair a 16 inch water main break would exceed 10 feet not including the water damage," said Mike Haney. The ability to make repairs to our assets is critical for the successful operations of our water treatment and distribution system. KMW is opposed to the vacation of the alley due to the high priority of the water main located in the alley but if the motion moves forward KMW is amicable to a utility easement of the original alley and the addition of an 8 foot set back.

Thank you for your time and consideration.

Sincerely,

Andrea Rogers, PE  
General Manager  
Keokuk Municipal Waterworks

## **RESOLUTION NO.**

### **A RESOLUTION TO VACATE AND TO DISPOSE OF PORTION OF ALLEY IN BLOCK 5, KILBOURNE ADDITION, CITY OF KEOKUK, LEE COUNTY, IOWA.**

**WHEREAS**, a public hearing was held on April 20, 2017 by the Keokuk City Council on a request to vacate and dispose of city-owned right-of-way described as follows: the north 20' x 120' of an improved alley in Block 5 of Kilbourne Addition to the City of Keokuk, Lee County, Iowa, and found to be of no benefit to the public and should be vacated; and

**WHEREAS**, pursuant to Iowa Code Section 354.23, the City Council declares its intent to dispose of this City right-of-way by conveying through this vacating instrument all its right, title, and interest in it to the abutting property owner(s); and

**WHEREAS**, this conveyance is subject to the reservation of a permanent and perpetual utilities easement of way in favor of the City of Keokuk, for the maintenance of any and all utilities equipment presently in place, and for such reconstruction, re-emplacement and repair thereof which said City and its licensees and/or franchise grantees may in the future deem necessary and proper, and for the removal of any improvements emplaced thereon by the grantees, or their successors or assigns, necessitated by the reconstruction, re-emplacement, or repair of such utilities, such removal to be at the sole expense of grantees or their successors or assigns and without cost to the City, its licensees and/or franchise grantees, and without obligation to repair or replace such improvements, and subject to any and all other easements and right-of way of record and those not of record.

**WHEREAS**, that this conveyance is subject to Community Health Centers of Southeast Iowa abandoning the 8" clay sewer line from the cleanout at So. 17<sup>th</sup> Street to an area south of the vacated alley where a new manhole will be located, such removal to be at the sole expense of grantees or their successors or assigns and without cost to the City.

**WHEREAS**, upon approval of the vacation and disposal of public right of way, and prior to the recording of this vacation document, Community Health Centers of Southeast Iowa shall submit an easement document for the rear eight feet (8') of all lots running adjacent to the one hundred and twenty feet (120') vacated alleyway for the maintenance of any and all utilities equipment presently in place, and for such reconstruction, re-emplacement and repair thereof which said City and its licensees and/or franchise grantees may in the future deem necessary and proper.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:** that the following described city right-of-way is hereby vacated and conveyed to Community Health Centers of Southeast Iowa and all successors in

interest as follows: Beginning at the Northwesterly corner of Lot 6, Block 5, Kilbourne addition; thence south along the easterly right of way line 120 feet; thence west 20' to the westerly alley right of way line, thence north along the westerly right of way line 120' to the northeasterly corner of lot 7, thence 20' to the northwesterly corner of lot 6 and the point of beginning.

**BE IT FURTHER RESOLVED**, that the Mayor and the City Clerk be and are hereby authorized, empowered and directed to take all necessary measures to convey the City's interest in the above-described alley right-of-way in consideration of sum certain to Community Health Centers of Southeast Iowa, and

**BE IT FURTHER RESOLVED**, that the City Clerk is directed to deliver and record this resolution and attached documents to the County Recorder according to Iowa Code 354.23.

Passed this 5<sup>th</sup> day of October, 2017.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: \_\_\_\_\_  
THOMAS D. MARION, MAYOR

ATTEST: \_\_\_\_\_  
JEAN LUDWIG, CITY CLERK

## RESOLUTION NO.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:**

**WHEREAS**, City of Keokuk desires that the current Light Duty/Restricted Duty policy adopted by the City Council of the City of Keokuk, Iowa on July 19, 2001 be repealed, and replaced with the updated Return to Work Program as follows:

### **Return-to-Work Program**

**I. PURPOSE:** It is the purpose of this program to provide guidelines for employees injured on the job who are unable to return to his/her regular job classification upon returning to work.

**SCOPE:** Applies to all personnel except police and fire covered under Iowa code 411.

**II. POLICY**

- A. It is the policy of **CITY OF KEOKUK** to provide modified or alternate work for employees injured on the job, who are unable to temporarily or permanently return to his/her regular job classifications. Regular modified and alternate work will be provided as available in compliance with the Americans with Disabilities Act (ADA) and Iowa Workers' Compensation Act.
- B. **CITY OF KEOKUK** will make reasonable accommodations to a disability unless the accommodations would impose an undue hardship on the employer. The disabled employee must be able to perform the essential functions of the job with or without reasonable accommodation.
- C. The feasibility of reasonable accommodations shall be determined on a case-by-case basis taking into consideration the employee, the specific physical or mental impairment, the essential functions of the job, the work environment, and the ability to provide accommodations.
- D. Objectives:
  - 1. To return employees who are injured on the job to work as soon as possible when there is not a risk of harm to themselves and others.
  - 2. To minimize financial hardship and emotional stress to the employee who has sustained a work-related injury.
  - 3. To assist employees in returning to work at a level as close as practicable to his/her pre-injury earnings and productivity.

4. To retain qualified and experienced employees.
5. To reduce the cost of disability benefit programs.

E. Temporary Alternate Duty (TAD):

1. TAD is defined as modified duties or hours assigned to a worker injured on the job, when the physician indicates they can return to work but who are not yet physically capable of handling the entire job duties normally assigned, and his/her work-related injury has not reached maximum medical improvement.
2. The purpose of TAD is to provide temporary work, within medical restrictions, for employees injured on the job. TAD may be available with medical prognosis indicating that the employees are expected to return to full duty following a course of medical treatment.
3. If an alternate duty position is available, employees must be provided with TAD as soon as medically feasible. TAD should be consistent with the employee's physical/mental abilities.
4. Employees in TAD capacity will continue to receive the salary and benefits of his/her job classification. These will be proportionately adjusted in the case of part-time work. Status of TAD assignment should be reviewed after each medical appointment, normally every 7 to 14 days. TAD will not normally exceed three months.
5. TAD Procedures:
  - a. **CITY OF KEOKUK** Human Resources Director or Workers' Compensation Designee:
    - 1) Informs physician about the TAD program.
    - 2) Informs employee about the TAD program.
    - 3) Informs workers' compensation claims examiner of employee's availability to the TAD program.
    - 4) Obtains information regarding medical condition of employee from physician(s).
  - b. Department Representative and/or Employee's Supervisor, along with Workers' Compensation Designee:

- 1) Develops work assignments on a case-by-case basis, if available, depending on medical restrictions.
- 2) Develops appropriate TAD assignments, and monitors on-going medical and work adjustment.
- 3) May meet with injured employees to review TAD status.

c. Employee:

- 1) Reviews and signs *Appendix A*, Return to Work Program Statement of Acknowledgment.
- 2) When the physician has determined that Maximum Medical Improvement has been reached and the employee is able to perform the essential job duties of his/her job with or without reasonable accommodations, the employee shall return to the job classification and duties held prior to the work injury.
- 3) When the physician has determined that Maximum Medical Improvement has been reached, and the employee is unable to perform the essential job duties of his/her job with or without reasonable accommodations, the employee will be assigned to a Ninety (90) Day Modified Duty Assignment.
  - a. An employee assigned to a Modified Duty Assignment will report to in his/her regular department. The employee shall be assigned to do whatever work he/she is able to do, under the restrictions that the physician has placed on the employee.
  - b. An employee placed on Ninety (90) Day Modified Duty Assignment shall continue to receive the salary and benefits of his/her job classification.
  - c. During the ninety (90) day period, employees on Modified Duty Assignment will be encouraged and afforded opportunities to bid on or apply for other jobs for which they are able to perform the essential functions of the job.
  - d. The Human Resources Department will provide notices of available jobs to each employee on Modified Duty Assignments.
  - e. At the conclusion of their ninety (90) day Modified Duty Assignment period, employees who have been unsuccessful in obtaining other jobs for which they are qualified and for which

they are able to perform the essential functions, shall be laid off. Laid off employees shall be afforded all rights and benefits included in applicable collective bargaining contracts and/or personnel policies in effect at the time of the layoff.

f. Permanent Restriction Resulting From Personal Injury/Illness:

- 1) Employees who are off work due to personal injuries or illnesses may be required to complete functional capacity examinations before they can return to his/her former jobs. The cost of such examination will be paid for by the employer.
- 2) When an employee's personal injury or illness has reached maximum medical improvement and there are restrictions that prohibit the employee from performing the essential functions of the employee's job, **CITY OF KEOKUK** will return the employee to work in his/her former job if the restrictions can be reasonably accommodated.
- 3) If the permanent restrictions resulting from an employee's personal injury or illness prohibit the employee from performing his/her job's essential functions with or without reasonable accommodation, the employee shall be laid off. Laid off employees shall be afforded all rights and benefits included in applicable collective bargaining contracts and/or personnel policies in effect at the time of the lay off.
- 4) While the employee is laid off and eligible for recall to his/her former job, the Human Resources Department will provide the employee available job notices.
- 5) **CITY OF KEOKUK** will assist employees laid off as a result of permanent restrictions to apply for permanent disability from Social Security and IPERS when it is appropriate.

g. Responsibilities of the Employee:

- 1) The laid off employee is responsible for notifying the Human Resources Department of any changes to his/her current mailing address. Job vacancy notices will be mailed to the last address shown on the **CITY OF KEOKUK's** records.
- 2) To determine the appropriateness of the job assignment, the employee who is unable to return to work without restriction is responsible for keeping his Department Head (or the Department

Head's designee) informed of the status of the employee's medical condition.

- 3) If the employee rejects any assignment which is compatible with given medical restrictions, the employee shall not be compensated by **CITY OF KEOKUK** or the **CITY OF KEOKUK's** workers' compensation carrier with temporary, partial, temporary total or healing period benefits during the period of refusal (*Code of Iowa, Section 85.33*).
- 4) The employee assumes responsibility for contacting the Human Resources Department to apply for available jobs.

Passed this 5<sup>TH</sup> day of October, 2017.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: \_\_\_\_\_  
THOMAS D. MARION, MAYOR

ATTEST: \_\_\_\_\_  
JEAN LUDWIG, CITY CLERK

# Appendix A

*CITY OF KEOKUK's*

## Return to Work Program Statement of Acknowledgement

I acknowledge that I have been informed of *CITY OF KEOKUK's* Temporary Alternate Duty (TAD) program, and I understand and agree to abide by the restrictions defined by the attending physician and by *CITY OF KEOKUK* as a condition of my participation in the *Return-to-Work* program.

I further understand that if I do not follow the restrictions placed on me by the physician and *CITY OF KEOKUK*, I may receive disciplinary action up to and including discharge.

Employee Signature/Date: \_\_\_\_\_

Witness Signature/Date: \_\_\_\_\_



ITEM NO. 9

**CITY OF KEOKUK**  
CITY COUNCIL AGENDA COMMUNICATION

Today's Date: 9/29/17

Meeting Date: 10/5/17

<p><b>SUBJECT:</b> Quote for Tractor and Mowers – Sanitation Department</p>	<p><b>ACTION REQUIRED:</b></p> <p><input type="checkbox"/> Ordinance</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Approval</p> <p><input type="checkbox"/> Receive/File</p>
---	--

<p><b>SYNOPSIS</b></p>	<p>The City requested three quotes for a tractor and mowers to replace the existing tractor and mowers at the Sanitation Department. Two of the quotes that were received included a tractor and two mowers, and one only included a tractor. I would recommend that the City purchase the Kubota tractor and mowers from A.C. McCartney in the amount of \$50,793 as the quote from Wiss and Wiss was \$53,170. The quote that only included the tractor was two years older and more expensive than the tractor on the quote provided by A.C. McCartney</p>
<p><b>FISCAL IMPACT</b></p>	<p>Current Budget Amount - \$68,000 Quote for New Tractor and Mowers - \$50,793.</p>
<p><b>RECOMMENDATION</b></p>	<p>Approve resolution authorizing the Mayor to accept a quote with A.C. McCartney in the amount of \$50,793 for a 2017 Kubota tractor and mowers.</p>

Mandatory Attorney Review Completed: Yes

Responsible City Staff Member(s): *Mark Bousselot*

## **RESOLUTION NO.**

### **A Resolution to Approve a Capital Equipment Purchase**

**WHEREAS**, the City requested three quotes for a Kubota tractor, 6' brush mower and 12' batwing mower for the Sanitation Department; and

**WHEREAS**, only two of the three quotes included all of the requested equipment, as one quote only provided the tractor, the tractor which was quoted is a 2015 opposed to the 2017 on the two complete quotes; and

**WHEREAS**, of the two complete quotes the quote provided by A.C. McCartney was \$2,377 cheaper than the quote from Wiss and Wiss;

**NOW THEREFORE; BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA** that the quote for a Kubota tractor, brush mower, and batwing mower for the Sanitation Department be approved to allow for the purchase of the equipment from A.C. McCartney of Carthage, Illinois, in the amount of \$50,793, and that the Mayor be hereby authorized to accept the quote submitted by A.C. McCartney.

---

Mayor –Thomas Marion

---

Attest – Jean Ludwig



*Serving Customers Since 1950!*

Durand, IL 815-248-2161    Wataga, IL 309-375-6661    Carthage, IL 217-357-2167    Mt. Sterling, IL 217-773-3339

www.acmccartney.com

TO City of Keokuk      QUOTATION DATE 9/8/17  
 \_\_\_\_\_      TELEPHONE NO. 319-795-7164  
% Bob Morgan      SALESPERSON Alan Tenhouse  
 Fax # 319-524-1365

QUANTITY	DESCRIPTION	AMOUNT
	New Kubota M7060 HDC	
	Cab, FWA and 8X8 Trans	
	9.5 X24 F+Tires	
	16.9X30 Rear Tires	
	2 Rear Remotes	
	540 PTO	
	Radio	
	List	\$45222 <sup>00</sup>
	(Cash Govt Bid Delivered)	<u>\$36203<sup>00</sup></u>

WE HEREBY SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS QUOTATION IS VALID UNTIL \_\_\_\_\_, THEREAFTER IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

QUOTED BY \_\_\_\_\_ ACCEPTED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 SIGN AND RETURN ACCEPTANCE COPY WHEN ORDERING

**THANK YOU**

WHITE - CUSTOMER      YELLOW - SALESMAN      PINK - FILE COPY

QUOTATION



Serving Customers Since 1950!

Duraod, IL  
815-248-2161

Wataga, IL  
309-375-6661

Carthage, IL  
217-357-2167

Mt. Sterling, IL  
217-773-3339

www.acmccartney.com

TO City of Keokuk Iowa

QUOTATION DATE 8/11/17

TELEPHONE NO. \_\_\_\_\_

% Bob Morgan  
319-795-7164

SALESPERSON Alan Tenhouse  
(317) 242-0715

QUANTITY	DESCRIPTION	AMOUNT
	New Bush Hog 1812 Rotary Cutter	11989 <sup>00</sup>
	Dual Center Axles	633 <sup>00</sup>
	Single Axles Wing	162 <sup>00</sup>
	6 Laminated Tires	1140 <sup>00</sup>
	Single Row Chains Front & Rear	562 <sup>00</sup>
	Hyd Hose Kit to Raise Wing & Ind.	32 <sup>00</sup>
	list	*14518 <sup>00</sup>
	Govt. Price. *11265 <sup>00</sup>	
	New Bush Hog BH26 3PT Cutter	3436 <sup>00</sup>
	Front & Rear Chains	475 <sup>00</sup>
	Slip Clutch Standard	- NC -
	list	*3911 <sup>00</sup>
	Govt Price *3325 <sup>00</sup>	

WE HEREBY SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS QUOTATION IS VALID UNTIL \_\_\_\_\_, THEREAFTER IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

QUOTED BY \_\_\_\_\_ ACCEPTED BY \_\_\_\_\_ DATE \_\_\_\_\_  
SIGN AND RETURN ACCEPTANCE COPY WHEN ORDERING

THANK YOU

WHITE - CUSTOMER      YELLOW - SALESMAN      PINK - FILE COPY



# Wiss & Wiss Equipment, Inc.

155 E. Chestnut • Kahoka, Missouri 63445



Phone 660-727-3374 FAX 660-727-3153 Cell (Jerry) 660-341-0344

Bobcat, Bush Hog, Great Plains, Kubota, Stihl, Vermeer

Bob Morgan

### Retail Bid Sheet

Phone # FAX 319-524-1365

Date 9-12-17

Customer Name City of Keokuk  
Sanitation Dept

Salesman Jerry Redding

### Price of Machinery:

1- New Kubota M7060 HDC  
Cab Tractor  
Radio

37,770<sup>00</sup>

1- New Landpride PCF 3672 - 6ft. (Heavy Duty)  
Rotary Cutter, Front Chams  
Rear Chams, Slip Clutch, Laminated wheel

4,400<sup>00</sup>

1- New Landpride PC 2512 Fleckwing  
12ft Rotary Cutter

11,000<sup>00</sup>

### Trade-In Allowance or Discounts:

### Trade Difference or Cash Purchase Price:

Seller Jerry Redding

Total: \_\_\_\_\_

# 2015 KUBOTA M7060HDC



**For Sale Price: USD \$36,297**

## Contact Information

**Futch's Tractor Depot**

📍 [Hastings, Florida 32145](#)

📞 [Phone: +1 904-530-7023](#)

👤 **Contact: Sales Staff**

## Description

Limited hours, 0% financing available. Ultra Grand Cab. Call now, last one on the lot! Save THOUSANDS on the list price!

## Specifications

<b>Year</b>	2015	<b>Manufacturer</b>	KUBOTA
<b>Model</b>	M7060HDC	<b>Serial Number</b>	30580
<b>Condition</b>	New	<b>Stock Number</b>	30580
<b>Hours</b>	22	<b>Horsepower</b>	70
<b>Drive</b>	4 WD		

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ACCEPTING BID FOR DEMOLITION**

**WHEREAS**, Pursuant to Resolution 296-17, and all the recitals and findings of fact therein contained, the City of Keokuk received bids for the demolition of the structure at 228 North 4<sup>th</sup> Street;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, LEE COUNTY, IOWA,**

That, the City Council hereby finds and declares that the lowest responsible bid for the demolition of the structure at 228 North 4<sup>th</sup> Street is that of Keokuk Contractors, Inc., for \$174,500.00.

**BE IT FURTHER RESOLVED**, that this bid, filed with the City in accordance with the terms of the legal notice, and hereto attached, be accepted.

**BE IT FURTHER RESOLVED**, that in accordance with Resolution 296-17, the Mayor and all employees and officers of the City of Keokuk, deemed by the Mayor to be necessary to achieve the purposes of this resolution, are hereby authorized to take any and all necessary action to effectuate the demolition of the structure at 228 North 4<sup>th</sup> Street, Keokuk, Iowa, including, but not limited to, effectuating the contract for the demolition pursuant to the bid accepted by this Resolution, and confirming that appropriate insurance is filed with the City Clerk.

Passed this 5<sup>th</sup> day of October, 2017.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: \_\_\_\_\_  
THOMAS D. MARION, MAYOR

ATTEST: \_\_\_\_\_  
JEAN LUDWIG, CITY CLERK