

AGENDA
COUNCIL WORKSHOP
March 7, 2019
5:30 P.M.

- (1) Review council meeting agenda.
- (2) Discuss committee for City Hall options.

AGENDA
CITY COUNCIL MEETING
March 7, 2019
1721 Fulton Street
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 Council Workshop & regular City Council meeting of February 21, 2019;
 - Resolution approving a Liquor License for L. Treyns, 1108 Main Street, effective March 15, 2019 – Class C Liquor License with Outdoor Service;
 - Resolution approving a Liquor License for Site Food Mart, 1301 Main Street, effective March 21, 2019 – Class E Liquor License with Sunday Sales;
 - Resolution approving an Urban Revitalization Tax Exemption for Ronald Bennett, 2716 Decatur Street, accessory building;
 - Resignation of Doug Ewing from the Keokuk Barge Commission, effective immediately;
 - Resignation of Steven J. Swan from the Board of Adjustment, effective immediately;
 - Motion to pay bills and transfers listed in Register No.'s 5053-5055;
7. (a) Public hearing on the issuance of the \$ 1.4 million general obligation loan notes. A public hearing was published in the Daily Gate City on February 8, 2019. This public hearing will be left open until March 7, 2019 Council meeting due to a change of venue from the Public Hearing Notice due to a fire at City Hall.

(b) Consider resolution on the issuance of the \$ 1.4 million general obligation loan notes.
8. (a) Public hearing on the issuance of \$ 400,000.00 general obligation capital loan notes. A public hearing notice was published in the Daily Gate City on February 8, 2019. This public hearing will be left open until March 7, 2019 Council meeting due to a change in venue from the Public Hearing Notice due to a fire at City Hall.

(b) Consider resolution on the issuance of \$ 400,000.00 general obligation loan notes.
9. Motion to approve the initial reading of an ordinance amending the fire prevention code.
10. Consider resolution accepting the annual Financial Audit Report for Fiscal Year ending June 30, 2018.

11. Consider resolution approving a loan to the Keokuk RAGBRAI Committee.
12. Staff Reports:
13. New Business:
14. Adjourn meeting.

**MINUTES
CITY COUNCIL WORKSHOP
FEBRUARY 21, 2019
5:30PM
1721 FULTON STREET**

- 1) Reviewed council meeting agenda
- 2) Heard from Keokuk Park Foundation members regarding funding for the 5th Street pickleball courts
- 3) Adjourned at 6:15

**MINUTES
CITY COUNCIL MEETING
February 21, 2019
6:30 P.M.**

The City Council of the City of Keokuk met in regular session on February 21, 2019 at 6:30 p.m. at 1721 Fulton Street. Mayor Thomas L. Richardson, called the meeting to order. There were seven council members present, two absent. Mike O'Connor, Ron Payne, Devon Dade, John Helenthal, Larry Mortimer, Michael Greenwald and Roger Bryant were present. Susan Dunek and Mike Moore were absent. Staff in attendance: City Administrator Cole O'Donnell, City Clerk Jean Ludwig, Public Works Director Mark Boussetot, Community Development Director Pam Broomhall, Public Works Secretary Annette Peevler and Fire Chief Gabe Rose.

MAYOR'S CORRESPONDENCE: Congratulated participants of KHS Show Choir, Bowling, Swimming & Wrestling teams on outstanding performances this past week. He noted there will be a Chili Dinner at the Odd Fellows Lodge on March 9th from 5-7, with proceeds going to KPD K-9 unit. Gave an update on the fire loss at City Hall.

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

- Minutes of the Council Workshop & regular City Council meeting of February 7, 2019;
- **RESOLUTION NO. 203-19:** Approving a Liquor License for Beef, Bread & Brew, 2601 Main Street, effective March 1, 2019 – Class C Liquor License with Sunday Sales;
- **RESOLUTION NO. 204-19:** Approving a Liquor License for Keokuk Labor Fraternal Council, 301 Blondeau Street, effective March 2, 2019 – Class A Liquor License (pending fire inspection);
- **RESOLUTION NO. 205-19:** Approving a Liquor License for Lucky's Irish Pub & Grub, 528 Blondeau Street, effective March 3, 2019 – Class C Liquor License with Outdoor Service and Sunday Sales;

The Mayor continued the public hearing on a proposed Amendment No. 4 to the amended and restated Twin Rivers Urban Renewal Plan in the City of Keokuk, State of Iowa. A public hearing notice was published in the Daily Gate City on February 1, 2019. This public hearing was left open from the February 7, 2019 Council meeting due to a change of venue from the Public Hearing Notice due to a fire at City Hall.

No comments were received, and Mayor Richardson closed the public hearing at 6:35 p.m. and the following proposed resolution was adopted.

Motion made by O'Connor, Second by Mortimer to approve the following proposed **RESOLUTION NO. 206-19**: "A RESOLUTION CONSIDERING DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING AMENDMENT NO. 4 TO THE AMENDED AND RESTATED TWIN RIVERS URBAN RENEWAL PLAN." (7) AYES, (0) NAYS. Motion carried.

The Mayor continued the public hearing on the mill and fill project on South 21st from Timea to the alley between Exchange and Johnson and Bank Street from 22nd to 18th, & South 16th & 17th from Main Street to Johnson Street. A public hearing notice was published in the Daily Gate City on February 1, 2019. This public hearing was left open from the February 7, 2019 Council meeting due to a change of venue from the Public Hearing Notice due to a fire at City Hall.

No comments were received, and Mayor Richardson closed the public hearing at 6:36 p.m. and the following proposed resolution was adopted.

Motion made by Bryant, Second by Helenthal to approve the following proposed **RESOLUTION NO. 207-19**: "A RESOLUTION TO ACCEPT A BID FOR MILL AND FILL PROJECT ON SOUTH 21ST FROM TIMEA TO THE ALLEY BETWEEN EXCHANGE AND JOHNSON; BANK STREET FROM 22ND TO 18TH, AND SOUTH 16TH AND 17TH FROM MAIN TO JOHNSON STREET." (7) AYES, (0) NAYS. Motion carried.

The Mayor continued the public hearing on the mill and fill project on South 13th from Palean to Johnson Street. A public hearing notice was published in the Daily Gate City on February 1, 2019. This public hearing was left open from the February 7, 2019 Council meeting due to a change of venue from the Public Hearing Notice due to a fire at City Hall.

No comments were received, and Mayor Richardson closed the public hearing at 6:37 p.m. and the following proposed resolution was adopted.

Motion made by O'Connor, Second by Helenthal to approve the following proposed **RESOLUTION NO. 208-19**: "A RESOLUTION TO ACCEPT A BID FOR THE MILL AND FILL PROJECT ON SOUTH 13TH FROM PALEAN TO JOHNSON STREET." (7) AYES, (0) NAYS. Motion carried.

The Mayor opened the public hearing at 6:40 p.m. on the issuance of the \$ 1.4 million general obligation loan notes. A public hearing was published in the Daily Gate City on February 8, 2019. This public hearing will be left open until March 7, 2019 Council meeting due to a change of venue from the Public Hearing Notice due to a fire at City Hall.

There were no comments and the public hearing was left open until the March 7, 2019 Council meeting.

The Mayor opened the public hearing at 6:41 p.m. on the issuance of \$ 400,000.00 general obligation capital loan notes. A public hearing notice was published in the Daily Gate City on February 8, 2019. This public hearing will be left open until March 7, 2019 Council meeting due to a change in venue from the Public Hearing Notice due to a fire at City Hall.

There were no comments and the public hearing was left open until the March 7, 2019 Council meeting.

Motion made by O'Connor, Second by Helenthal to approve the following proposed **RESOLUTION NO. 209-19:** "A RESOLUTION FOR FUNDING FOR THE KEOKUK PARK FOUNDATION FOR A PICKLEBALL COURT." (7) AYES, (0) NAYS. Motion carried.

Motion made by Greenwald, Second by Payne to approve the following proposed **RESOLUTION NO. 210-19:** "A RESOLUTION APPROVING A LEASE AGREEMENT WITH PILOT GROVE BANK FOR TEMPORARY OFFICE FACILITIES." (7) AYES, (0) NAYS. Motion carried.

Motion made by Bryant, Second by Mortimer to rescind Resolution No. 202-19 setting a public hearing for March 7, 2019 on a proposed 2019-2020 City budget. We expect to get an extension to April 30th from the Iowa Department of Management. (7) AYES, (0) NAYS. Motion carried.

STAFF REPORTS: City Administrator O'Donnell reported on the following: Fire recovery, demolition at 629 Main Street and an extension on filing the city budget due to the fire at City Hall.

NEW BUSINESS: Helenthal ask that we look into the sidewalk issue on Main Street near Henniges and on Johnson Street Road, as previously discussed.

There being no further business presented, the meeting adjourned at 6:58 p.m.

RESOLUTION NO. _____

WHEREAS, Application has been made by Larry D. Roberts Jr. for a Class C Liquor License with Outdoor Service for L. Treyns, 1108 Main Street; **AND**

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; **AND**

WHEREAS, such an investigation has been conducted.

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

THAT, Larry D. Roberts Jr., 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 Liquor License with Outdoor Service for L. Treyns, 1108 Main Street, effective March 15, 2019, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 7th day of March 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: _____
THOMAS L. RICHARDSON, MAYOR

ATTEST: _____
JEAN LUDWIG, CITY CLERK

RESOLUTION NO. _____

WHEREAS, Application has been made by Amitoji Inc. for a Class E Liquor License with Sunday Sales for Site Food Mart, 1301 Main Street; **AND**

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; **AND**

WHEREAS, such an investigation has been conducted.

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

THAT, Amitoji 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 E Liquor License with Sunday Sales for Sites Food Mart, 1301 Main Street, effective March 21, 2019, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 7th day of March 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: _____
THOMAS L. RICHARDSON, MAYOR

ATTEST: _____
JEAN LUDWIG, CITY CLERK

RESOLUTION NO. _____

WHEREAS, The City Council of the City of Keokuk has adopted provisions for Urban Revitalization Tax Exemption and;

WHEREAS, Applications have been submitted;

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

An Urban Revitalization Tax Exemption for the following homeowners be approved:

- Ronald Bennett, 2716 Decatur Street, accessory building

Passed and approved this 7th day of March 2019.

Thomas L. Richardson, Mayor

Attest: _____
Jean Ludwig, City Clerk

January 31, 2019

Honorable Mayor, City of Keokuk
P. O. Box 400
Keokuk, IA 52632

Honorable Mayor:

Please accept this application for urban revitalization tax exemption (as adopted by City Ordinance No. 1716) for my improvement project located at **2716 Decatur Street**.

As per the guidelines set forth in Section 404, of the Iowa Code, which deals with applying for an exemption, please find in the succeeding paragraphs the following information:

- Nature of the improvement
- Cost of the improvement
- Estimated date of completion
- Tenants that occupied the owner's building on the April 1, 2001
- Elected exemption as prescribed by ordinance

My project is (describe in detail): **Detached garage**

The estimated cost of the completed project is **\$15,000.00** and it will be completed on, **November, 2018**.

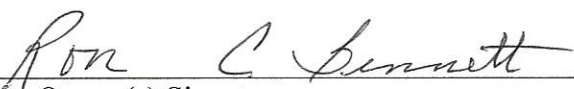
The tenants that now occupy the property are the same tenants that occupied the property on April 1, 2001, or I am the owner-occupant, or:

Because my building is a new building, there were no tenants occupying my building on April 1, 2001.

Upon approval of my application for tax exempt status, the exemption schedule as specified in Section 404.3, subsection 3: ".....qualified real estate is eligible to receive a one-hundred percent exemption from taxation on the actual value added by the improvements. The exemption is for a period of three years."

I hope you find this application acceptable. Please let me know if you need additional information.

Sincerely,



Property Owner(s) Signature

APPLICATION FOR URBAN REVITALIZATION EXEMPTION

Pursuant to the provisions of Iowa Code Chapter 404 and Ordinance 1716 of the City of Keokuk, application is made for an Urban Revitalization Tax Exemption. This application to be filed with the City of Keokuk by February 1, of the assessment year for which the exemption is first claimed, but not later than the year in which all improvements included in the project are first assessed for taxation.

Property Owner Name: **Ronald Bennett**
Property Owner Address: **2716 Decatur Street**
Address of Residential Property Claimed for Exemption: **2716 Decatur Street**

All qualified real estate is eligible to receive a one-hundred percent exemption from taxation on the actual value added by improvements. The exemption is for three years.

1. If applicable, describe in detail the new construction for which an exemption is claimed:
Detached garage
2. If applicable, describe in detail the reconstruction of existing buildings or structures:
3. Was prior approval given by the City Council for this exemption?
Yes: (by Res. No. _____) No:
4. Estimated costs of the improvements? **\$15,000.00**
5. Estimated or actual date of completion? **November, 2018**
6. Please provide the names of tenants that occupied the building on April 1, 2001. See Iowa Code Section 404.6 with regard to relocation expenses of tenants.

I hereby swear that the information presented on this application and all attached supporting documents are true, correct and complete. Applicant authorizes interior inspection of his/her structure by the Assessor or Field Staff.

Ronald C. Bennett
Signature of Applicant

Property Owner
Title

01-31-19
Date

FOR ASSESSOR USE ONLY

I have examined this application for urban revitalization tax exemption and hereby certify \$ _____ of the 20__ final taxable value qualifies for urban revitalization tax exemption.

Assessor Signature

Date



The Law Office Of
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Attorney at Law

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Licensed in Iowa and Illinois
FAX 319-526-8963
e-mail: steve@swanlaw.com

February 28, 2019

The Honorable Thomas Richardson, Mayor,
City of Keokuk
601 Main Street
Keokuk, IA 52632

RE: Resignation from Board of Adjustment

Dear Tom:

I resign my position on the Board of Adjustment. I have enjoyed my years serving the city.

Cordially,


Steven J Swan

SJS/ch

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 MARCH 7, 2019.

REGISTER NO. 5053

AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$ 369.89
AMI PIPE & SUPPLY	SUPPLIES	\$ 25.00
BURLINGTON HAWK EYE	LIBRARY SUBSCRIPTION	\$ 223.23
KEOKUK MUNICIPAL WATER WORKS	SEWER/GARBAGE BILLING	\$ 1,865.00
GATE CITY PUBLISHING	PUBLICATIONS	\$ 698.06
JIM BAIER, INC	PARTS	\$ 1,095.05
ERIC E. SUTER	SERVICE CALL	\$ 65.00
KRICHEL'S ANIMAL HOSPITAL	SERVICE ANIMAL CONTROL	\$ 18.00
KEOKUK HOMESTORE	DEPOT SUPPLIES	\$ 32.89
RIVER CITY PARTS, INC.	PARTS	\$ 87.24
HEADCO MACHINE WORKS	ROLLER REPAIR WPC	\$ 243.00
J & S ELECTRONICS BUSINESS,INC	LABOR/MATERIALS @ CITY HALL	\$ 38,977.04
S. J. SMITH WELDING SUPPLY	TANK RENTAL	\$ 52.50
KEYSTONE LABORATORIES, INC.	TEST SAMPLES	\$ 1,041.20
MEYERS DRIVEWAY & SEPTIC TANK	PUMP HOLDING TANK	\$ 175.00
ELECTRONIC APPLICATIONS CO.INC	PARTS	\$ 9,196.16
BAKER & TAYLOR BOOKS	BOOKS KEOKUK PUBLIC LIBRARY	\$ 958.40
MCFARLAND-SWAN OFFICE CITY	SUPPLIES	\$ 1,714.45
ALLIANT	ELECTRIC BILL	\$ 92,134.32
THE CARDBOARD BOX	UPS CHARGES	\$ 35.83
CENTURY LINK	SERVICE	\$ 1,118.60
PRINCIPAL LIFE INSURANCE CO.	DISABILITY/ LIFE INS.	\$ 904.02
GREAT RIVER REGIONAL WASTE	INTEGRATED WASTE	\$ 338.99
MIDLAND SCIENTIFIC, INC	LAB SUPPLIES	\$ 246.66
LINDNER AVIATION, INC.	AIRPORT MANAGER FEE/MAINT	\$ 5,732.76
DEMCO, INC	SUPPLIES KEOKUK PUBLIC LIBRARY	\$ 29.93
IOWA COMMUNICATIONS NETWORK	SERVICE KEOKUK PUBLIC LIBRARY	\$ 15.90
MEYERS PLUMBING	LABOR/MATERIALS	\$ 315.33
PETTY CASH - FINANCE DEPT	PETTY CASH REFILL	\$ 128.74
RESERVE ACCOUNT	REFILL POSTAGE	\$ 500.00
DIAMOND CONSTRUCTION COMPANY	COLD PATCH	\$ 2,809.45
HUFFMAN MACHINE & WELDING, INC	SUPPLIES/PARTS	\$ 416.01
ENDERLE HEATING & A/C COMPANY	REPAIRS	\$ 1,455.64
VEENSTRA & KIMM, INC.	ENGINEERING SERVICES	\$ 24,908.84
DOWNEY'S FIRE EQUIPMENT	EXTINGUISHERS	\$ 34.20
SPRINGFIELD ELECTRIC SUPPLY CO	PARTS/SUPPLIES	\$ 426.84
HILL PRINTING	ENVELOPES/GARBAGE CALENDARS	\$ 694.24
HY-VEE, INC.	SUPPLIES	\$ 334.30
THE ATHLETIC CENTER L.L.C.	PICKLEBALL EQUIPMENT	\$ 1,369.33
SHOTTENKIRK, INC	REPLACEMENT KEYS	\$ 53.88
SECRETARY OF STATE	NOTARY	\$ 30.00

REGISTER NO. 5054

PER MAR SECURITY SERVICES	SECURITY MONITORING	\$ 2,079.99
RAIRDEN AUTO SALVAGE, INC.	TOWING SERVICE	\$ 115.00
HTM SALES, INC	PARTS	\$ 283.98
YOUNGGREN SHOES	SAFETY BOOTS	\$ 360.00
KNAPHEIDE TRUCK EQ CENTER	PARTS	\$ 476.59
NIEMANN FOODS, INC./ACE	SUPPLIES	\$ 569.22
RANDY WINN	REIMB.HEALTH INSURANCE PREMIUM	\$ 335.00
CHEMSEARCH	SUPPLIES	\$ 609.05
U.S. CELLULAR	CELL PHONE SERVICE	\$ 492.42
IOWA MUNICIPAL FINANCE OFFICER	MEMBERSHIP DUES	\$ 100.00
FASTENAL COMPANY	PARTS/SUPPLIES	\$ 1,102.63
JAMES K. NEFF	LABOR/MATERIALS	\$ 195.00
POEPPING, STONE, BACH ASSOC.	PROFESSIONAL SERVICES	\$ 6,833.97
USA BLUE BOOK	SEWER SUPPLIES	\$ 172.93
BROWNELLS, INC.	POLICE DEPT SUPPLIES	\$ 1,739.82
KEOKUK FARM & HOME SUPPLY	SUPPLIES	\$ 529.50
REECE'S HEATING & AIR	SERVICE CALL	\$ 69.00
PAUL S. KELLY SR.	MOTOR REPAIRS	\$ 196.58
XEROX CORPORATION	LEASE	\$ 308.90
WAL-MART COMMUNITY/GECRB	SUPPLIES	\$ 769.46
TOTAL SOLUTIONS, INC.	JANUARY IT HOURS	\$ 209.95
PETROLEUM MARKETERS MANAGEMENT	FUEL TANK INSURANCE @ AIRPORT	\$ 1,615.00
DES MOINES STAMP MANUFACTURING	REPLACEMENT STAMPS	\$ 92.70
THE DES MOINES REGISTER	LIBRARY SUBSCRIPTION	\$ 493.43
POLYDYNE, INC.	POLYMER - WPC	\$ 4,761.00
O'REILLY AUTOMOTIVE INC.	PARTS	\$ 1,241.46
PETERS HEATING & AIR	SERVICE CALL/REPAIRS	\$ 75.00
SYNCB/AMAZON	LIBRARY SUPPLIES	\$ 664.18
EMC NATIONAL LIFE COMPANY	INSURANCE PREMIUM	\$ 1,176.42
MEDIACOM	SERVICES	\$ 1,018.48
AMSTED RAIL COMPANY, INC.	TARGETED JOBS W/HOLDING TAX	\$ 101,985.52
FT. MADISON COMMUNITY HOSPITAL	MEDICAL SERVICES	\$ 23.97
OMNI-SITE.NET	LIFT STATION ALARMS	\$ 3,588.00
COMPASS MINERALS AMERICA	SALT-SNOW REMOVAL	\$ 24,426.00
LCL FARMS INC.	BIO SOLID TRUCKING/SPREADING	\$ 16,503.06
SCHULTE INC.	REPAIRS	\$ 145.60
IMI EQUIPMENT, LLC	PARTS	\$ 108.18
QC ANALYTICAL SERVICES, LLC	TOTAL FECAL MPN	\$ 350.00
EMPLOYEE BENEFIT SYSTEMS	HEALTH INSURANCE	\$ 177,701.24
RELIABLE PEST SOLUTIONS	SERVICE KEOKUK PUBLIC LIBRARY	\$ 14.90
HEMPEN INDUSTRIAL SERVICES,INC	LEACHATE HAULING	\$ 18,050.00
MIDWEST JANITORIAL SERVICE,INC	JANITORIAL SERVICE @ LIBRARY	\$ 1,083.18
GALLS,LLC-CARPENTER UNIFORMS	POLICE DEPT SUPPLIES	\$ 175.96
NSI LAB SOLUTIONS	LAB SUPPLIES	\$ 441.00
KEOKUK VETERINARY HOSPITAL	ANIMAL SERVICES	\$ 39.00
SEITHER & CHERRY CO.	PARTS/LABOR @ WPC	\$ 2,879.00

REGISTER NO. 5055

TWO RIVERS VETERINARY CENTER	ANIMAL SERVICES	\$ 532.11
WEST CENTRAL FS INC.	BULK FUEL	\$ 18,631.05
TRANS-IOWA EQUIPMENT, INC.	PARTS	\$ 2,980.01
ANC PEST SOLUTIONS INC.	SERVICE @ LIBRARY	\$ 150.00
VERIZON WIRELESS	CELL PHONE SERVICE	\$ 535.28
ADVANCED PLUMBING	LABOR/MATERIALS	\$ 3,850.00
POLICE LEGAL SCIENCES, INC.	LEGAL UPDATE SUBSCRIPTION	\$ 2,760.00
IOWA LAW ENFORCEMENT ACADEMY	BASIC TRAINING	\$ 6,290.00
BESTDRIVE BRAHLER'S	PARTS	\$ 1,041.90
WINDSTREAM	SERVICE	\$ 1,679.15
RELIANT FIRE APPARATUS, INC.	PARTS	\$ 382.61
OUR IOWA	LIBRARY SUBSCRIPTION	\$ 19.98
DARKSIDE TINT & GRAPHIX	POLICE CAR DECALS/SIGNS	\$ 1,195.00
RNJ'S DISTRIBUTION INC.	WATER + FUEL SURCHARGE	\$ 189.40
FIRE DEPT TRAINING NETWORK	ANNUAL MEMBERSHIP	\$ 240.00
LIBERTY UTILITIES MIDSTATES	SERVICE	\$ 4,901.52
DIANNE STANLEY	MONTHLY MANAGER FEE @ GRAND	\$ 433.50
BRIAN BRUCE	REIMBURSE CDL	\$ 64.00
INTERSTATE BILLING SERVICE, INC	PARTS	\$ 860.99
LYNCH DALLAS, PC.	PROFESSIONAL SERVICES	\$ 957.54
CENTURY SIGNS, INC.	GRAND THEATER SIGN LETTERS	\$ 74.90
CINTAS CORPORATION #342	UNIFORM SERVICES	\$ 1,526.23
BISHOP COMPANY	PARTS/FREIGHT	\$ 141.54
LIGHTEDGE SOLUTIONS INC	MANAGED SECURITY	\$ 175.00
TSS	DRUG TESTING SERVICES	\$ 215.00
LEAF	LEASE AGREEMENT	\$ 159.00
MIDWEST VETERINARY SUPPLY, INC	KEOKUK ANIMAL SERVICES SUPPLY	\$ 38.00
VISA	CARD SERVICES	\$ 4,515.62
ICONNECTYOU	SERVICE	\$ 250.00
WESTRIDGE MECHANICAL	LABOR/REPAIRS	\$ 1,400.00
THOMSON REUTERS	WEST INFORMATION CHARGES	\$ 550.15
FP MAILING SOLUTIONS	LIBRARY POSTAGE METER	\$ 150.08
QUINCY MEDICAL GROUP	MEDICAL SERVICES	\$ 82.50
MT. PLEASANT CORRECTIONAL FAC	INMATE SERVICES	\$ 390.00
PREMIER ELECTRICAL LLC	LABOR/MATERIALS	\$ 801.59
STERICYCLE COMSOL	ANSWERING SERVICE	\$ 328.98
RICOH USA, INC.	LIBRARY ACCOUNT	\$ 127.74
CINTAS	SAFETY EQUIPMENT	\$ 202.38
MSE	RENTAL PORTABLE TOILETS	\$ 150.00
AMANDA HYMES	GRAND JANITORIAL SERVICE	\$ 300.00
KEOKUK BROADCASTING, INC.	RADIO BROADCASTING	\$ 299.70
JAMES F. DENNIS LAW FIRM	PROFESSIONAL SERVICES	\$ 9,045.00
THE LIBRARY STORE	LIBRARY SUPPLIES	\$ 141.97
RKDIXON	SERVER/LABOR @ NEW CITY HALL	\$ 7,895.59
		\$ 643,727.20



COUNCIL ACTION FORM

Date: March 7, 2019

Presented By: O'Donnell

Subject: Setting Public Hearings- GO Capital Notes Agenda Item: _____

Description:

In order to meet our grant match obligation for the Southeast Iowa Development Center, we need to sell capital loan notes in the amount of \$1.4 million. Our fifty percent match is \$1 million, however, the scope of work exceeds that amount by approximately \$300,000. The additional \$100,000 is for contingency.

In addition, staff has presented the conceptual plans for minimal improvements to the barge that would extend utilities and attach the gangways. Estimated cost of this project is \$293,000. Similar to the Development Center, the additional \$100,000 is for contingency.

Both bonds will be financed with TIF revenues but sold as General Obligation Alternate Revenue to receive the full faith and credit of the City. The public hearings are necessary prior to moving forward with the sale of the notes.

Because the notices were published with a hearing location of 415 Blondeau, we must open the hearings, state reason for change in venue, and hold the hearings open until March 7, 2019 at 6:30 PM.

FINANCIAL

Is this a budgeted item? YES NO

Line Item #: _____ Title: _____

Amount Budgeted: _____

Actual Cost: _____

Under/Over: _____

Funding Sources:

Departments:

Is this item in the CIP? YES NO CIP Project Number: _____

RESOLUTION NO. _____

**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,400,000 GENERAL OBLIGATION RENEWAL
CAPITAL LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$1,400,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of aiding in the planning, undertaking, and carrying out of urban renewal projects in the Amended and Restated Twin Rivers Urban Renewal Plan under the authority of chapter 403, including the financing of a local match for the redevelopment of existing commercial space for a laboratory/office space, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,400,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 7th day of March, 2019.

Thomas L. Richardson, Mayor

Attest: _____
Jean Ludwig, City Clerk

**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$400,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$400,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of aiding in the planning, undertaking, and carrying out of urban renewal projects in the Amended and Restated Twin Rivers Urban Renewal Plan under the authority of chapter 403, including infrastructure and redevelopment of the riverfront within the area, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$400,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 7th day of March, 2019.

Thomas L. Richardson, Mayor

Attest: _____
Jean Ludwig, City Clerk



COUNCIL ACTION FORM

Date: 2/27/2019

Presented By: Gabe Rose

Subject: Adopt 2015 International Fire Code Agenda Item: _____

Description:

Request to update the city of Keokuk's fire code to the 2015 version. Currently the city of Keokuk has adopted the 2009 version of the International Fire Code. The Iowa Department of Public Safety's State Fire Code is the 2015 version which went into effect on May 18th, 2016.

FINANCIAL

Is this a budgeted item? YES NO

Line Item #: _____ Title: _____

Amount Budgeted: _____

Actual Cost: N/A

Under/Over: N/A

Funding Sources:

N/A

Departments:

Fire

Is this item in the CIP? YES NO CIP Project Number: N/A

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FIRE PREVENTION CODE

WHEREAS, on June 20, 2013, the City Council of the City of Keokuk passed an ordinance updating Chapter 16.04 – Fire Prevention Code to adopt the 2009 Edition of the International Fire Code; and

WHEREAS, the City Council now finds that the International Fire Code has since been updated to a 2015 Edition which includes Appendix C - Fire Hydrant Locations and Distribution and Appendix D - Fire Apparatus Access Roads; and

WHEREAS, certain regulations in the 2015 International Building Code, specifically Chapters 2-7 and Sections 804 and 805 are relevant and supplemental to the 2015 Edition of the International Fire Code including Appendix C and Appendix D; and the City Council of the City of Keokuk finds it desirable to amend sections of Chapter 16.04-Fire Prevention Code;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, COUNTY OF LEE, STATE OF IOWA as follows:

SECTION 1. Section 16.04.010 of the Keokuk Municipal Code, entitled, “Adoption” is hereby amended to read as follows:

The International Fire Code (IFC, 2015) Edition, including Appendix C – Fire Hydrant Locations and Distribution and Appendix D – Fire Apparatus Access Roads, and the 2015 International Building Code, Chapters 2-7 and Sections 804 and 805 are adopted by the City as the Fire Prevention Code of the City. The International Fire Code, (IFC, 2015) Edition and Appendix C and Appendix D and the 2015 International Building Code, Chapters 2-7 and Sections 804-805 are now on file as public documents and can be inspected in the office of the City Clerk in the Municipal Building, Keokuk, Iowa.

SECTION 2. Section 16.04.020 of the Keokuk Municipal Code, entitled, “Changes and Amendments” is hereby amended to read as follows:

16.04.020 - Changes and amendments.

The 2015 Edition of the IFC is amended as follows:

- (a) Section 101.1 Insert: Keokuk, Iowa
- (b) Section 109.4 Insert: simple misdemeanor, 500, 30 days
- (c) Section 111.4 Insert: 50, 500
- (d) Section 5704.1 The storage of flammable and combustible liquids in aboveground tanks is prohibited in the entire City of Keokuk, Iowa. Exception: Zones M1 and M2 and/or as approved by the fire chief. For aboveground storage tanks of 276 gallons capacity or more, the minimum distance between such aboveground tanks and any Residential Zone boundary must be at least 100 feet. If the aboveground tank is in an approved vault, the minimum separation distance from a Residential Zone boundary may be reduced to no less than 50 feet.

- (e) Section 5801.1 the storage of flammable cryogenic fluids in stationary containers is prohibited in the entire City of Keokuk, Iowa.
Exception: Zones M1 and M2 and/or as approved by the fire chief.
- (f) Section 6101.1 The storage of liquefied petroleum gas is prohibited in the entire City of Keokuk, Iowa.
Exception: Zones M1 and M2 and/or as approved by the fire chief.
- (g) Section 104.12 Add a new section to read as follows: The code official is authorized to order an operation or use stopped or the evacuation of any premises, building, or vehicle or portion thereof which has or is a fire, life safety or health hazard.
- (h) Section 105.2 Add a sentence to the end of the section to read as follows: Application for an operational permit shall be submitted with all required information not less than 14 days prior to the event requiring a permit.
- (i) Section 108 Delete in its entirety and add a new section to read as follows:
In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of the 2009 IFC and the Keokuk Municipal Code appeals may be made to the Board of Appeals as established in Section 15.04.010 of the Keokuk Municipal Code.
- (j) Section 901.2(a) add a new section to read as follows: Water based fire protection systems. Working plans submitted to the fire department for water based fire protection systems shall be stamped and approved by a qualified person to be in compliance with the applicable NFPA standards and the City of Keokuk Fire Code. Any changes to the working plans shall be approved by a qualified person. A qualified person shall have a minimum National Institute for Certification in Engineering Technologies [NICET] Level III certification for Automatic Sprinkler System Layout OR be a licensed engineer with experience in life safety system design. Other qualifications may be approved by the code official.
- (k) Section 901.2(b) add a new section to read as follows: Fire Alarm Systems. Working plans submitted to the fire department by a qualified person for fire alarm systems shall be stamped and approved by a qualified person to be in compliance with the applicable NFPA standards and the City of Keokuk Fire Code. Any changes to the working plans shall be approved by a qualified person. A qualified person shall have a minimum National Institute for Certification in Engineering Technologies [NICET] Level III certification for Fire Alarm Systems or be a licensed engineer with experience in life safety system design. Other qualifications may be approved by the code official.
- (l) Section 903.3.7.1 add a new section to read as follows: A five (5) foot clear space shall be maintained around the fire department connections except as otherwise required or approved.
- (m) Section 3404.2.9 Addressed above. See sub paragraph (d).
- (n) Fees for Inspections. Fees for inspections and other services related to enforcement of this code shall be established by the city council by resolution and paid to the fire department.

SECTION 3. SEVERABILITY CLAUSE – If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council on the 7th day of March, 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

THOMAS L. RICHARDSON, MAYOR

ATTEST: _____
JEAN LUDWIG, CITY CLERK



COUNCIL ACTION FORM

Date: March 7, 2019

Presented By: O'Donnell

Subject: FY 2017-2018 Audit Agenda Item: _____

Description:

The audit has been finalized and representatives from Anderson, Larkin & Co will be here to present the audit. Copies were distributed at the last meeting.

FINANCIAL

Is this a budgeted item? YES NO

Line Item #: _____ Title: _____

Amount Budgeted: _____

Actual Cost: _____

Under/Over: _____

Funding Sources:

Departments:

Is this item in the CIP? YES NO CIP Project Number: _____

RESOLUTION NO. _____

**A RESOLUTION ACCEPTING THE ANNUAL FINANCIAL AUDIT
REPORT FOR FISCAL YEAR ENDING JUNE 30, 2018**

WHEREAS, the City of Keokuk, Iowa is required to conduct an annual financial audit; and

WHEREAS, the accounting firm of Anderson, Larkin & Co has completed said audit for Fiscal Year Ending June 30, 2018.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK IOWA, THAT the City Council has reviewed and now accepts the Annual Financial for Fiscal Year Ending June 30, 2019.

PASSED, APPROVED, AND ADOPTED this 7th day of March, 2019.

Thomas L. Richardson, Mayor

ATTEST: _____
Jean Ludwig, City Clerk



COUNCIL ACTION FORM

Date: March 7, 2019

Presented By: O'Donnell

Subject: RAGBRAI Committee Loan Agenda Item: _____

Description:

As part of RAGBRAI the community forms a committee to plan for the vent. There are several activities and support mechanisms that require funding prior to any income to the committee. The RAGBRAI Advisory Board is requesting a loan of fifteen thousand dollars (\$15,000) to be used as seed money for the event. The Committee will be required to repay the loan from their proceeds. Income from the event will come from the sales of memorabilia, parking passes, and sponsorships. Past events have been able to cover all expenses and achieve a profit.

FINANCIAL

Is this a budgeted item? YES NO

Line Item #: 001-4900-6380 Title: Miscellaneous

Amount Budgeted: 0.00

Actual Cost: 15,000

Under/Over: 15,000 over

Funding Sources:

Hotel Motel Tax _____

Departments:

Is this item in the CIP? YES NO CIP Project Number: _____

RESOLUTION NO. _____

**A RESOLUTION APPROVING LOAN TO THE KEOKUK RAGBRAI
COMMITTEE**

WHEREAS, the City of Keokuk, Iowa has been selected as the end stop for the Register's Annual Bike Ride Across Iowa (RAGBRAI); and

WHEREAS, the Keokuk RAGBRAI Committee has been formed to prepare for the event; and

WHEREAS, certain expenses will need to be incurred as part of the preparation with said expenses being necessary prior to any income from sponsorships, memorabilia sales, or event fees.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA, approves a loan of Fifteen Thousand Dollars (\$15,000.00) be made to the Keokuk RAGBRAI Committee with said loan to be repaid from the net proceeds received by the Committee from the event.

BE IT FURTHER RESOLVED that the City Administrator is authorized to execute the promissory note for said loan.

PASSED, APPROVED, AND ADOPTED this 7th day of March, 2019.

Mayor – Thomas L. Richardson

ATTEST: _____
Jean Ludwig, City Clerk

PROMISSORY NOTE

Date: March _____, 2019

\$15,000.00

FOR VALUE RECEIVED, the undersigned promise(s) to pay to the order of City of Keokuk, the sum of Fifteen Thousand and no/100 DOLLARS with interest thereon from March, _____, 2019, payable at the rate of 0% per annum until payment hereof as follows:

DUE ON DEMAND

Interest shall first be deducted from the payment and any balance shall be applied on principal.

Principal and interest not paid when due shall draw interest at the rate of 0% per annum. Upon default in payment of any interest, or any installment of principal, the whole amount then unpaid shall become immediately due and payable at the option of the holder without notice. The undersigned, in case of suit on this note, agrees to pay attorney's fees.

Makers, endorsers and sureties waive demand of payment, notice of non-payment, protest and notice. Sureties, endorsers and guarantors agree to all of the provisions of this note, and consent that the time or times of payment of all or any part hereof may be extended after maturity, from time to time, without notice.

Important. Read Before Signing: The terms of this Agreement should be read carefully because only those terms in writing are enforceable. No other terms or oral promises not contained in this written contract may be legally enforced. You may change the terms of this Agreement only by another written agreement.

Borrower acknowledges the receipt of a copy of this document at the time it was signed.

Dated this _____ day of March, 2019.

RAGBRAI COMMITTEE

By: _____
Kirk Brandenberger

CITY OF KEOKUK

By: _____
Cole S. O'Donnell,
City Administrator

TO: Mayor and Council
FROM: Cole S. O'Donnell
DATE: March 4, 2019
RE: Administrator's Report

1. Recovery: Our permanent server is installed and operational. Our upload speed for backups was not sufficient to get information off site in a timely manner. We were operating at then very basic speed from Mediacom, so I upped the speed two steps. We will monitor to see if this improves the situation.

Mayor Richardson, Jean, and Mark have been developing plans to scan documents and we hope to begin that process next week. With the program we would like to run, documents will be searchable and will cut down on what we actually need to physically store. Staff will still need to sort documents by what needs to be kept and what does not.

Expenses for the recovery will be reimbursed by the insurance company but will still affect the current budget. Will need to monitor balances to determine when a budget amendment will need to be approved.

2. CAT Grant: We received word that the application for the Community Attraction and Tourism grant was approved. This was based on the City contributing the additional \$20,000 in funding. The project will receive 14.5% of the estimated cost.
3. Iowa Initiative for Sustainable Communities: Keokuk has been chosen as the community partner and, as such, will have multiple projects selected to be completed. We will now begin to work with the Office of Outreach at the U of I to determine which of the submitted projects will be selected for completion. Work on the projects will begin in the fall and continue into the spring.
4. iPads: I looked at alternatives to iPads for the Council. Cost of a new iPad is \$329. A Chromebook can be purchased for around \$200. If the device is only going to be used to access email, either will work just fine. An iPad tends to be supported longer for operating system, but again, if we are just using them for email, then that should not be too much of a factor. A Chromebook may be easier to use for Google Drive should we decide to utilize that system to distribute documents. Therefore, it is your decision.
5. Streaming of Meetings: We will be looking at what equipment is needed to live stream meetings through Facebook. The school district will allow us access to their main network, and we will need to determine what is needed to live stream. Aaron had purchased a camera for this purpose before he left, and we can recover the cost of equipment purchase if needed. I will caution that audio will not be ideal at this time, but at least will be getting the meetings out to people again.
6. SE Iowa Days: I will be attending SE Iowa Days in Des Moines on Wednesday and Thursday. I will provide an update at the meeting.