

September 7, 2016  
Tipton Fire Station  
301 Lynn Street  
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Boots, Spear, Leeper, Anderson and McNeill. Also present: Long, Lenz, Fletcher, Kepford, T. Johnson, Beck, Daufeldt, Taber, Walsh, B. Brennan, Coppess, Elphic, other visitors and the press.

**Agenda:**

Motion by Leeper, second by Boots to approve moving the Manager's Report to follow after the Communications. Following the roll call vote the motion passed unanimously.

Motion by Spear, second by Anderson to approve the agenda including the change to move the Manager's Report to follow after the Communications. Following the roll call vote the motion passed unanimously.

**Communications:**

1. Don Goetz asked how the City planned to repair his yard to prevent the washing out when it rains. The City filled it with rock for now for a short term solution. That should last a few months. A permanent solution will not take place until a larger engineering project takes place and it will be added to that.

2. Betty Emrich and Karen Lafrenz spoke on behalf of the Tipton Senior Dining Center, and stated their concerns of the decreased number of meals being served and losing over \$19,000.00, in revenue. They are trying to encourage people to come at least a couple times a week. They would like the City to consider donating \$5000.00.

**Manager's Report:**

Interim Manager Long read aloud his letter of recommendation, to hire Brad Ratliff as the new Tipton Ambulance Service Director. Ratliff's qualifications were determined the most promising. Ratliff spoke briefly on receiving the position and thanked the mayor and council.

**Consent Agenda:**

Motion by Boots, second by McNeill to approve the consent agenda which includes the August 15, and August 23, 2016, Council Meeting Minutes, Liquor License Renewals for Mi Tierra, Tavern on the Square, Liquor License Refund for Rhino's, and the July Library Board Minutes and Director's Report. Following the roll call vote the motion passed unanimously.

**Resolutions for Approval:**

1. Resolution 090716A: Amendment to the Personnel Manual, Residency Requirement from 10 to 20 miles for Emergency Personnel

Motion by Spear, second by Boots to table Resolution 090716A, the resolution to amend the personnel manual, changing the residency requirement from 10 to 20 miles for emergency personnel. Following the roll call vote the motion passed unanimously.

2. Resolution 090716B: Amendment No. 1 to the Agreement for Engineering Services, 2016 Sanitary Collection and Treatment System Evaluation, Tipton, Iowa, and McClure Engineering, \$38,300.00

Motion by Boots, second by McNeill to approve Resolution 090716B, the resolution to accept the next phase of the engineering work, Amendment No. 1 to the agreement for engineering services, 2016, Sanitary Collection and Treatment Systems Evaluation, McClure Engineering, \$38,300.00. Following the roll call vote the motion passed unanimously.

## Motions for Approval:

### 1. Claims List

AGVANTAGE FS INC	1 LOAD LP	4080.51
ALTORFER INC	DSL FUEL LEAK REPAIR	2045.4
AUCA CHICAGO LOCKBOX	BLDG MAINT SUPPLIES	490.26
BINNS & STEVENS	DUST CONTROL	149.4
CENTRAL PETROLEUM EQUIPMEN	REPAIR CLOCK GAUGE	191.5
CINTAS CORPORATION	FIRST AID SUPPLIES	369.38
CINTAS CORPORATION #342	SUPPLIES & UNIFORMS	333.66
CRIST ELECTRICAL SERVICES	SERVICE CALL	65
CUSTOM BUILDERS INC	ROLLED CAULK	15
CY'S TREE SERVICE	STUMP GRINDING AT SENIOR CNTR	400
DEROSSETT COMPANY	METER DISPLAYS & BATTERIES	415.34
DIAMOND VOGEL PAINT CENTER	WHITE & YELLOW TRAFFIC PAINT	1442.15
DURANT AMBULANCE SERVICE I	TIER CHARGE	125
ELECTRICAL ENGINEERING & E	BATTERIES	12.48
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	203.55
FARNER-BOCKEN COMPANY	CONCESSIONS & MISC SUPPLIES	403.28
FLETCHER-REINHARDT CO.	WIRE FOR GROUNDING	254.13
G & K SERVICES	UNIFORMS	273.95
GALLS LLC	5 BADGES	743.52
GRASSHOPPER LAWN CARE DBA	MOW & TRIM 2 UNKEPT PROPERTIES	104.87
H & H AUTO	TIRE REPAIR #3	30
HAWKINS INC	CHEMICALS	955.25
INTEGRATED TECHNOLOGY PART	CREDIT CARD MACHINE INSTALL	6786
INTERSTATE POWER SYSTEMS I	OIL FOR DIESEL GENERATOR	153.14
IOWA ASSOCIATION OF	TESTING	1061
IOWA UTILITIES BOARD	FY2017 ASSESSMENT	4669
J ROBERT HOPSON	15-16 ACTUARIAL CERTIFICATION	550
JOHNSON CONTROLS	REPLACED CONTROL BOARD	4895.44
JOHNSON COUNTY AMBULANCE	ALS SERVICE	600
JONES COUNTY TREASURER	TAXES	355
KELTEK INCORPORATED	3 DOCKING POWER SUPPLYS	367.35
KINUM INC	COLLECTION EXPENSE	121.28
KUNDE OUTDOOR EQUIPMENT	FUEL CAP & FILTER #121	194.41
LANDS' END BUSINESS OUTFIT	1 SHIRT	61.05
LIBERTY COMMUNICATIONS	SECURITY DOOR ENTRY - AMB	2739.43
LR SIGNS AND GRAPHICS	4TH OF JULY SIGNS & BANNERS	210
LYNCH DALLAS PC	LIBRARY LEGAL SERVICES	2317.32
M & K ELECTRIC	REPAIR AIRPORT RUNWAY LIGHTS	744.78
MANAIRCO INC	EQUIPMENT MAINT REPAIR SUPP	645.69
MC CLURE ENGINEERING COMPA	STORM & SANITARY SEWER STUDY	6100

MENARDS	FRIDGE/FREEZER	429
METERING & TECHNOLOGY SOLU	48 METERS	2518.57
MIDWEST WHEEL COMPANINES	REPAIR PARTS #186	120.3
MITCHELL 1	MONTHLY WEB SUBSCRIPTIONS	233.05
MUNICIPAL SUPPLY INC	COUPLINGS, GASKETS, FLAGS	402
MUSCATINE COUNTY TREASURER	TAXES	2546
PIIONEER MANUFACTURING CO	WHITE AND ORANGE PAINT	600
POWER PLANT COMPLIANCE	FORMS, TRAVEL, COMMUNICATIONS	13012.5
QC ANALYTICAL SERVICES LLC	TESTING FEES	1697
RMB COMPANY INC	FILTERS, SALLUBE OIL	641.42
SHERMCO INDUSTRIES INC	GEN 7 PROJECT	1600
SPAHN & ROSE LUMBER CO	CITY HALL PROJECT	309.77
SPINUTECH INC	AUGUST EMAIL MARKETING	25
STUELAND AUTO CENTER INC	REPROGRAM #3	168.8
TIFFINY'S TIPTON BAKERY	SAFETY MEETING SUPPLIES	27
TIPTON ELECTRIC MOTORS	NEW PP RENT DEMO HAMMER	32.1
TYLER TECHNOLOGIES INC	ANNUAL FORMS OVERLAY	582.54
UNIFORM DEN INC	UNIFORMS	582.53
UTILITY SALES & SERVICE IN	5 SMALL TOOLS	836.28
VERMEER SALES & SERVICE IN	STUMP CUTTER RENTAL	1000
WALMART COMMUNITY	MISC SUPPLIES, OFFICE SUPPLIES	118.41
WESCO RECEIVABLES CORP	SAFTEY CARD HOLDERS	141.24
** TOTAL **		73798.03
FUND TOTALS		
001 GENERAL GOVERNMENT		21,319.76
600 WATER OPERATING		1,116.66
610 WASTEWATER/AKA SEWER REVE		1,746.19
630 ELECTRIC OPERATING		27,642.70
640 GAS OPERATING		7,929.42
660 AIRPORT OPERATING		1,581.97
670 GARBAGE COLLECTION		23.73
740 STORM WATER		6,100.00
810 CENTRAL GARAGE		1,179.54
820 PSF HEALTH INSURANCE		550
835 ADMINISTRATIVE SERVICES		4,608.06
GRAND TOTAL		73,798.03

**City Card - Check out card**

Dare Misc Supplies - Kwik Star  
Misc Supplies - K2Awards and Apparel  
Bldg Maint Supplies - Select Blinds  
Operating Supplies - Dogtra Co.  
Bldg Maint Supplies - Locksmith R Us  
Officer Equipment/Apparel - Stadri Emblems

<b>Total Charges</b>	<b>995.43</b>
<b>Ambulance - One Card</b>	
Postage/Shipping - USPS	
Training Supplies - Amazon	
<b>Total Charges</b>	<b>786.43</b>
<b>Fire - One Card</b>	
Misc Supplies - Walmart	
<b>Total Charges</b>	<b>225.00</b>
<b>Electric - One Card</b>	
Travel Training - Lake Panorama	
Operating Supplies - ULINE	
<b>Total Charges</b>	<b>853.08</b>
<b>Gas - One Card</b>	
Operating Supplies for FAC (freon) - Paypal	
<b>Total Charges</b>	<b>896.50</b>
<b>Library - One Card</b>	
Postage/Shipping - USPS	
Office Supplies - Walmart	
Materials - Amazon	
Program Supplies - DQ, Happy Joes, Walmart, Family Foods	
Misc Supplies - Walmart	
Tech Services - Microsoft	
<b>Total Charges</b>	<b>1,288.18</b>
<b>JKFAC/Recreation - One Card</b>	
Office Supplies - Staples	
Misc Supplies - SwimOutlet	
Operating Supplies - Walmart	
Operating Supplies - Walmart, Allied Electronics	
<b>Total Charges</b>	<b>639.70</b>
<b>Comm Dev - One Card</b>	
4th of July Supplies - Theisen's, Pizza Hut, Casey's	
<b>Total Charges</b>	<b>68.16</b>
<b>Finance Director - One Card</b>	
Training - Menards	
Bldg Maint Supplies - Locksmith R Us	
<b>Total Charges</b>	<b>1,010.49</b>
<b>Statement Total</b>	<b>6,762.97</b>

Motion by Anderson, second by Leeper to approve the list of claims as presented. Following the roll call vote the motion passed unanimously.

Motion by Anderson, second by Spear to move Agenda Item L-10 to L-2. Following the roll call vote the motion passed unanimously.

2. Reimbursement to Webb Thoeming for One-half the Cost of a Water Service Line Repair Expense of \$1,781.50

Motion by Anderson, second by Leeper, to approve reimbursement to Webb Thoeming for one-half the cost of a water service line repair expense of \$1,781.50. Following the roll call vote the motion passed unanimously.

3. Annual Block Party, Street Closure Request

Motion by Spear, second by Boots to approve the street closure of the 500 block of East 4<sup>th</sup> Street, between Plum Street and East Street, on Sunday, September 25<sup>th</sup>, 2016, from 4:30 p.m. to 7:30 p.m., for an annual block party. Following the roll call vote the motion passed unanimously.

4. Set Public Hearing for Disposition of 60' x 60' of Ground Space for a period of 20 Years for Construction of an Aircraft Hangar at Mathew's Memorial Airport

Motion by Spear, second by McNeill, to set a public hearing date of Monday, September 19, 2016, at the Tipton Fire Station, at 5:30 p.m., for disposition of 60' x 60' of ground space for a period of 20 years for construction of an aircraft hangar at Mathew's Memorial Airport. Following the roll call vote the motion passed unanimously.

5. Dispose of Surplus Chairs, Desks, and Miscellaneous Office Equipment, Former American Legion Building

Motion by Leeper, second by Anderson to approve the disposal of surplus chairs, desks, and miscellaneous office equipment from the former American Legion building. Following the roll call vote the motion passed unanimously.

6. Recommendations from Chamber of Commerce and TEDCO Boards to relocate Director's office from 520 Cedar St., to NBC Properties, 513 Cedar St.

Motion by Leeper, second by McNeill to table relocating the Economic Development Director Linda Beck's office from 520 Cedar St., to NBC Properties, at 513 Cedar St. Following the roll call vote the motion passed unanimously.

7. Request for interim compensation for the Assistant Director of the Tipton Ambulance Service

Motion by Boots, second by Anderson to approve interim compensation for Assistant Ambulance Director Molly Hansen, to be paid an adjustment equivalent to 85% of the difference between hers and previous Director Becker's wage for the hours worked for the period during which she has been the acting director. Following the roll call vote the motion passed unanimously.

8. Paint Materials Quotes for Outdoor Pools, James Kennedy Family Aquatic Center

Motion by Spear, second by Boots to approve Terry and Sons, Inc., quote, in the amount of \$7,785.00, for painting materials for the outdoor pool, at the James Kennedy Family Aquatic Center. Following the roll call vote the motion passed unanimously.

Councilmember Anderson dismissed himself from the council meeting at 6:52 p.m. He had a prior commitment to attend.

9. Change Order No. 1: Altorfer Inc., 4<sup>th</sup> Street Power Plant Sound Attenuation System Louver Controls, \$9,364.00

Motion by McNeill, second by Leeper to approve Change Order No. 1, Altorfer Inc., to relocate eight existing actuators inside the power plant, in the amount of \$9,364.00. The motion passed with the following roll call vote:

Aye: Spear, Leeper, McNeill, Boots  
Absent: Anderson

10. McClure Engineering to timely file an Application for State Revolving Fund Low-interest Loan for Wastewater Treatment Facility Planning & Design Loan for up to \$300,000.00  
Motion by Spear, second by Boots, to approve McClure Engineering to timely file an application for a State Revolving Fund Low-interest Loan for the Wastewater Treatment Facility Planning & Design Loan for up to \$300,000.00. The motion passed with the following roll call vote:

Aye: Leeper, McNeill, Boots, Spear  
Absent: Anderson

### **Discussion Items (No Action)**

President Greg Brown, of the Hardacre Theater Preservation Association, gave an update on the plans for the Hardacre Theater. The most significant thing that has happened for the theater in the last couple of years is that it was listed on the National Register of Historic Places. They are working on historic tax credits now, which involves several steps and could be up to 25% of the project cost. The tax credit would not be received until post renovation. In order to have a solid business plan they need to establish two non-profit and one LLC entities associated with the project. The first priority is to make the building weather tight, which includes replacing the roof and the windows, and tuck pointing. The auditorium is planned to be used for movies, live events, educational workshops or sessions, and public presentations, just to name a few. The three apartments up above will be made into a community room which will hold approximately 75 people. They want to bring the building back to its solid, original structure. It will be about a seven-year process. Tours are welcome. They would like to extend an invitation to anyone that would like to sit in on the Board of Directors.

### **Reports of Mayor/Council/Manager/Department Heads:**

#### **Mayor**

Mayor Carney made mention of the Drive for Your Community, taking place on Friday, September 16, 2016, from 4:00 p.m. until 9:00 p.m., in the City Park. The drive benefits the Big Brothers Big Sisters program.

#### **Water/Wastewater**

Water/Wastewater Director Brian Brennan handed out a visual aid of a flow chart to share with the mayor and council.

Action Sewer televised and jetted about a 750' stretch of sewer on Walnut St., from 2<sup>nd</sup> St. to 4<sup>th</sup> St. The sewer was partially plugged on North Avenue, the jetter was used and cleared it out.

9.6 million gallons of water was pumped in August.

311 gallons per day was the average flow.

Downs passed his third and final exam.

#### **Electric Superintendent**

Electric Superintendent Taber stated that the Environmental Protection Agency revoked the statement of compliance with MTU's at the beginning of 2015.

A mock OSHA walkthrough was done.

The ARC Flash Hazard Analysis Study has started.

They are going to begin tearing down the old engine and disposing of it.

**Adjourn:**

With no further business to come before the council a motion to adjourn was made by McNeill, second by Spear. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 7:24 p.m.

Mayor Bryan Carney

Attest: Amy Lenz

City Clerk