

November 18, 2013  
Council Chambers  
City Hall  
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Kepford called the meeting to order. Upon roll being called, the following named council members were present: Fry, Siech, Anderson, Spear and Zearley. Also present, Nosbisch, Fletcher, Nash, Penrod, Holub, Wild, Spangler, other visitors, and the press.

Mayor Kepford led the meeting in the Pledge of Allegiance.

**Agenda:**

Motion by Anderson, second by Zearley to approve the agenda as presented. Following the roll call vote the motion passed unanimously.

**Consent Agenda:**

Motion by Zearley, second by Fry to approve the consent agenda which includes the November 4, 2013, City Council meeting minutes, Clerk's/Investment reports, liquor license renewal for Pizza Hut and Cedar Lanes, November's Economic Development Director's report, October's Water Report and October's Airport Committee meeting minutes, along with the date correction on the investment sheet. Following the roll call vote the motion passed unanimously.

**Resolutions for Approval:**

Resolution 111713A, Resolution Providing for the Reduction of Interest Rate SRF Loan, Sewer Revenue Bond Motion by Spear, second by Zearley to approve Resolution 111713A, the resolution providing for the reduction of interest rate for the State Revolving Fund (SRF) for the Clean Water and Drinking Water Program Loan, from 3% to 1.75%, for the Wastewater/Sewer Revenue Bond. Following the roll call vote the motion passed unanimously.

Resolution 111713B, Offer of Retirement Incentive Program, City of Tipton Employees

Motion by Zearley, second by Spear to approve Resolution 111713B, the resolution offering a retirement package for City employees, with the review period change from two years to six months. Following the roll call vote the motion passed unanimously.

**Motions for Approval:**

1. Claims list -

ALBAUGH PHC INC	WATER METER PARTS	77.50
ALLIANCE WATER RESOURCES I	NOVEMBER SERVICES	24,266.50
AUS WATERLOO MC LOCKBOX	BLDG MAINT SUPPLIES	100.66
BARTON SOLVENTS INC	55 GL GLYCOL	440.95
CBE GROUP INC, THE	COLLECTION EXPENSE	10.24
CEDAR COUNTY CO-OP	FUEL DISCOUNT	2,018.58
CEDAR COUNTY ENGINEER	311 GL DSL AMBULANCE	3,865.16
CEDAR COUNTY RECORDER	RECORD EASEMENT	22.00
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2,368.50
CLARENCE LOWDEN SUN-NEWS &	FAC & YOUTH REC ADS	260.00
CORRIDOR BUSINESS JOURNAL	1 YEAR SUBSCRIPTION	59.95
EASTERN IOWA LIGHT & PWR	CEMETERY UTILITIES	782.69
ELECTRICAL ENGINEERING & E	REPAIR WIRE CUTTERS	318.35
FAMILY FOODS	SUPPLIES FOR WEBSITE PARTY	223.56
FERRIS TREE NURSERY	SHIP 1 LOAD OF TREES	250.00
FLETCHER-REINHARDT CO.	OVERHEAD SUPPLIES	95.77
FOR A CLEANER POOL	EQUIPMENT REPAIR MAINT SUPP	1,945.35
FOSTER COACH SALES INC.	REPAIR PARTS #67	351.45
G & K SERVICES	UNIFORMS PUBLIC WORKS	314.98
GARDEN & ASSOCIATES INC	SEWER POA	10,238.35
GENERAL PEST CONTROL INC	PEST CONTROL	161.03
GROEBNER & ASSOCIATES	GAS SERVICE LINES SUPPLIES	1,645.39

INTEGRATED TECHNOLOGY PART	TECH SERVICE	7,639.88
IOWA DEPARTMENT OF NATURAL	SEWER EXTENSION PERMIT FEE	100.00
IOWA ONE CALL	LOCATES	58.50
KUNDE OUTDOOR EQUIPMENT	DRIVE LINKS	21.44
LYNCH'S EXCAVATING INC	SEWER REPAIR AT 1005 SYCAMORE	8,035.00
MISC. VENDOR	DARNELL:ROOF LEAK REPAIR	175.00
MUNICIPAL EMERGENCY SERVIC	BUNKER GEAR	1,241.56
MUNICIPAL SUPPLY INC	METER TRANSMITTER	1,250.00
SANDRY FIRE SUPPLY LLC	MULTI USE ROPE & RIGGING	1,014.65
SCHIMBERG CO	PARTS FOR SEWER	2,474.34
	GENERATOR CONTROL	
SHERMCO INDUSTRIES INC	MODIFICATION	4,080.00
SLEUTH SYSTEMS	HOSTING SUPPORT	990.00
SPINUTECH INC	CHANGES TO WEBSITE	267.10
STAPLES BUSINESS ADVANTAGE	OFFICE & MISC SUPPLIES	180.68
TALLGRASS BUSINESS RESOURC	CHAIR ARMS	410.40
TERRY DURIN COMPANY	1000' COIL INNERDUCT	270.00
TIPTON CONSERVATIVE	MINUTES	1,054.27
TIPTON ELECTRIC MOTORS	150 # POP OFF	31.15
TIPTON PHARMACY	MEDICATIONS	259.83
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	133.51
TRITECH SOFTWARE SYSTEMS	AMBULANCE BILLING SERVICE	1,540.00
ULTRAMAX	AMMO	1,807.00
UNIVERSITY OF IOWA: STATE	POOL TESTING FEES	12.00
WALMART COMMUNITY	OFFICE SUPPLIES	118.88
WHITFIELD & EDDY PLC	EMAILS, REPORTS/COST DATA	36.00
XEROX CORPORATION	BASE & METER CHARGES	1,481.99
	TOTAL	84,500.14

FUND TOTALS

001 GENERAL GOVERNMENT	23,266.20	
110 ROAD USE TAX FUND	7,389.38	
306 69 KV SUBSTATION PROJECT	4,080.00	
600 WATER OPERATING	15,632.65	
610 WASTEWATER/AKA SEWER REVE	13,165.82	
630 ELECTRIC OPERATING	955.58	
640 GAS OPERATING	1,732.34	
660 AIRPORT OPERATING	3.39	
670 GARBAGE COLLECTION	2,396.43	
750 CEMETERY ENTERPRISE	23.21	
810 CENTRAL GARAGE	6,285.75	
835 ADMINISTRATIVE SERVICES	9,569.39	
	GRAND TOTAL	84,500.14

City Credit Card Statement

Ambulance - One Card	
Operating Supplies - EMP, Praxair, Menards	1,994.67
Misc Supplies - Hy-Vee, Family Foods	43.73
Uniform Shirts - T & M	224.30
Office Supplies - Walmart	57.65
Total Charges	2,320.35
Police - One Card	
Office Supplies - Amazon, Walmart, Discount Office Items	776.86
Office Furniture/Supplies - Walmart, Global Industrial	1,018.53
Uniform/Equipment Supplies - Scheels	21.82
Total Charges	1,817.21
Library - One Card	
Postage/Shipping - USPS	135.52
Office Supplies - Demco, Carson Dellosa, Holiday Signs, Better Containers, Walmart	707.92
Materials - Walmart, Amazon	639.37
Periodicals - The Gazette	236.95

Program Supplies - Highsmith, Walmart, Book Closeouts	97.27	
Bldg Maint Supp - Walmart	13.96	
Fuel - Coop	13.00	
Total Charges		1,843.99
JKFAC/Recreation - One Card		
Operating Supplies - Walmart	42.01	
Operating Supplies - Walmart	57.48	
Bldg Maint Supp - Walmart	22.82	
Dues - Iowa Park and Recreation	145.00	
Training - Iowa Park and Recreation	110.00	
Total Charges		377.31
Electric - One Card		
Office Supplies - NFPA	102.53	
Equipment Repair Maint Supplies - Compressor Parts, Grainger	428.56	
Total Charges		531.09
Gas - One Card		
Equipment Repair Maint Supplies (FAC) - Paypal, Desert Aire	537.71	
Total Charges		537.71
Public Works - One Card		
Small Tools - Harbor Freight Tools	68.47	
Travel Training - US Airways	317.00	
Training - The John Maxwell Company	31.99	
Bldg Maint Supp - Onlinestores.com	63.23	
Operating Supplies - Emerson Specialty Hardware	29.30	
Total Charges		509.99
City Manager - One Card		
Training - APA Conference	225.00	
Total Charges		225.00
City Clerk - One Card		
Computer Supplies - Walmart	89.00	
Total Charges		89.00
Comm Dev - One Card		
Misc Supplies - Tipton Conservative	32.00	
Postage/Shipping - USPS	11.85	
Advertising Expenses - Online Photo Order, Flipdoc, Your Chair Covers, A Place To Land, Dollar General, Tiffany's Tipton Bakery, Walmart, Factory Card Outlet, Aero Rental, Staples	523.28	
Total Charges		567.13
Statement Total		8,818.78

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

## 2. 28E Agreement, Northern Natural Gas

Motion by Fry, second by Siech to approve the 28E agreement with Northern Natural Gas, to act as a backup for service and maintenance of the City's gas utility. Following the roll call vote the motion passed unanimously.

## 3. Separation Agreement

Motion by Anderson, second by Spear to approve the separation agreement between the City of Tipton and John Packwood. Following the roll call vote the motion passed unanimously.

## 4. Electric Superintendent Job Description

Motion by Zearley, second by Siech to approve the Electric Superintendent job description for publication. Following the roll call vote the motion passed unanimously.

## 5. Soldier's Monument Bench, Library Grounds

City Manager Nosbisch said the Behrle Foundation approached the City regarding the Soldiers Monument bench that was damaged on the Library's grounds. The group is willing to make the necessary repairs or replace the bench along with adding their name to the bench. Motion by Spear, second by Anderson to approve the request from the Soldier's Monument Committee to add the replacement bench to the City's insurance policy, and cover up to \$1,050.00, to replace the bench if necessary. Following the roll call vote the motion passed unanimously.

6. Annual Urban Renewal Report, Fiscal Year 2012-2013

Motion by Fry, second by Zearley to approve Fiscal Year 2012-2013, Annual Urban Renewal Report. Following the roll call vote the motion passed unanimously.

7. Annual TIF Debt Certification

Motion by Anderson, second by Spear to approve the Annual TIF Debt Certification for fiscal year 2014-2015, certifying \$246,775.00, to the county auditor. Following the roll call vote the motion passed unanimously.

8. Water Main Replacement, Cedar Street

City Manager Nosbisch said he is recommending delaying this project for now because funds currently are not available to replace this section of the water main. Motion by Zearley, second by Siech to deny the request to replace the water main in the 1100 block of Cedar Street. Following the roll call vote the motion passed unanimously.

9. Tyler Technologies Contract

Motion by Anderson, second by Fry to approve Tyler Technologies proposal, in the amount of \$11,200.00, to convert the billing data for the automated meter reading (AMR) system. Following the roll call vote the motion passed unanimously.

10. Power Plant Maintenance, Engines Two and Three

City Manager Nosbisch asked that this item to be tabled. Nosbisch said another vendor would be in the area to repair engine No. 1, and will look at these engines and possibly repair engines two and three along with engine one.

11. One Time Water, Sewer Exemption, 401 West South Street

Motion by Zearley, second by Anderson to approve the request from Murry Mente, 401 W. South Street, for a one-time water and sewer rate exemption, reducing the water and sewer portion of the bill to \$16.60, each with a total credit of \$149.00. Following the roll call vote the motion passed unanimously.

12. Pay Application No. 11, Tri City Electric

Motion by Zearley, second by Anderson to approve pay application No. 11, to Tri City Electric, in the amount of \$57,136.44, for the substation project. Following the roll call vote the motion passed unanimously.

13. Airport Expansion Project, McClure Engineering

Motion by Spear, second by Zearley to approve moving forward with the next step to contract with an appraiser to provide appraisals for the properties surrounding the airport. Following the roll call vote the motion passed unanimously.

**Reports to be Received/Filed:**

1. Water Tower Cleaning and Inspection Report

Mark Wild, Alliance Water Resources, gave a brief PowerPoint presentation on the cleaning and repairs made on the inside of the water tower.

**Discussion Items:**

1. Waste Management, Commercial Solid Waste Accounts

Nosbisch said that Waste Management has sent notification to the City that they will begin charging a monthly container service fee of \$7.75 per container for the commercial accounts they service.

2. Five Year Street Plan

Nosbisch would like to start by doing several of the small projects to get the best value for the dollars and buy down the debt before beginning the larger projects. The consensus of the Council is to follow Nosbisch's recommendation.

**Reports of Mayor/Council/Manager:**

**Mayor’s Report**

Mayor Kepford said that Council Member Fry gave a very moving speech on Veteran’s Day at the Tipton Middle School program.

**Council Reports**

Council Member Spear said CCEDCO met last Tuesday and Michael Gould spoke. Spear said Lisa Decker was hired as the new CCEDCO office manager. Lowden has rejoined CCEDCO.

**Manager’s Report**

Staff attended the budget workshop last week. The effects of the commercial rollback were discussed. CIP rough draft will be available in December. Police Department purchased the 2009 Crown Victoria from La Porte City for \$3,500.00. The Gas and Electric Departments are trying to finish the underground work before winter. Budget worksheets are due before Thanksgiving.

**Closed Session: Adjourn from Regular Session to Closed Session Pursuant to Chapter 21.5 (1) C, to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation**

Motion by Siech, second by Zearley to adjourn from regular session to closed session pursuant to Iowa Code Chapter 21.5 (1)I, pursuant to Iowa Code Chapter 21.5 (1) C, to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation at 6:50 p.m. Motion carried by the following roll call;

- Aye: Zearley, Siech Fry Anderson, Spear,
- Nay: None

**Roll Call to return to regular session:**

The council reconvened to regular session from closed session at 7:13 p.m., with following Councilmember’s present: Anderson, Spear, Zearley, Siech, Fry.

Motion by Siech, second by Zearley to direct the attorney to move forward with the next step of the investigation. Following the roll call vote the motion passed unanimously. Motion carried by the following roll call vote:

**Adjourn:**

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

Meeting adjourned at 7:18 p.m.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk/Finance Officer