

October 17, 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, Nash, Taber, Beck, Walsh, Downs, Ratliff, Daufeldt, other visitors and the press.

**Agenda:**

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

**Communications:**

1. Renee Scheuerlein with Colonial Life shared information about the benefits they offer. She would like to set up a time to meet with the employees.
2. Mary Swan wanted to know if the City is still having McClure Engineering negotiate with landowners on the airport land for expansion. And, she asked how much the City has spent with McClure Engineering on the airport so far.

**Consent Agenda:**

Motion by Spear, second by Anderson to approve the consent agenda which includes the October 3, 2016, Council Meeting Minutes and Liquor License Renewal for Pizza Hut. Following the roll call vote the motion passed unanimously. Motion by Boots, second by McNeill to table the September Treasurer's & Investment Reports. They are out of balance. Following the roll call vote the motion passed unanimously.

**Public Hearing:**

1. Public Hearing for Consideration of Budget Amendment for FY 16-17  
Motion by Spear, second by McNeill to open the public hearing for Budget Amendment FY 16-17, at 5:42 p.m. Following the roll call vote the motion passed unanimously.  
With no written or oral objections, a motion was made by Anderson, second by Leeper to close the public hearing at 5:44 p.m. Following the roll call vote the motion passed unanimously.

**Resolutions for Approval:**

1. Resolution 100316A: City Street Financial Report Approval (tabled at October 3, 2016, meeting)  
Motion by Boots, second by Spear to remove from the table. Following the roll call vote the motion passed unanimously.  
Motion by McNeill, second by Leeper to approve Resolution 100316A, the resolution approving the City Street Financial Report. Following the roll call vote the motion passed unanimously.
2. Resolution 101716A: FY 16-17 Budget Amendment  
Motion by Boots, second by Spear to approve Resolution 101716A, the resolution approving the FY 16-17 Budget Amendment. Following the roll call vote the motion passed unanimously.

**Motions for Approval:**

1. Claims List

ACTERRA GROUP	PROGRESSIVE BILLING	15500.00
ADVOCATE NEWS	TOUCH A TRUCK AD	88.00
AIR FILTER SALES & SERVICE	26 FILTERS	424.58

ALBAUGH PHC INC	MENS RESTROOM TOILET REPAIR	383.77
AUCA CHICAGO LOCKBOX	BLDG MAINT SUPPLIES	245.13
BARRON MOTOR SUPPLY	SEPARATOR #163	33.53
CEDAR CO PUBLIC HEALTH	7 FLU SHOTS, 1 TB TEST	200.00
CEDAR COUNTY CO-OP	FUEL DISCOUNT	2675.52
CEDAR COUNTY ENGINEER	211.2 GL DSL	1667.21
CEDAR COUNTY RECORDER	EASEMENT	12.00
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2290.00
CINTAS CORPORATION	FIRST AID SUPPLIES	186.03
CINTAS CORPORATION #342	UNIFORMS	460.50
CJ COOPER & ASSOC INC	PRE-EMPLOYMENT SCREENING	35.00
CLARENCE LOWDEN SUN-NEWS &	YOUTH REC & FAC ADS	301.60
CLIFTON LARSON ALLEN LLP	PROGRESSIVE BILLING FOR AUDIT	7500.00
CUSTOM BUILDERS INC	UPS CHARGES	50.07
D & R PEST CONTROL INC	PEST CONTROL	315.99
DOMTAR	8 1/2 X 14 PAPER	97.70
DURANT AMBULANCE SERVICE I	MUTUAL AID	125.00
EASTERN IOWA LIGHT & PWR	SEWAGE PLANT	612.19
EICCD	EMT TRAINING FOR 7	10703.00
ELIJAH ENTERPRISES	OXYGEN & ACETYLENE FOR TORCH	123.63
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	143.17
FAMILY FOODS	MISC & OPER SUPPLIES	22.52
FASTENAL COMPANY	EYE BOLTS FOR LANE LINES	136.59
FRIENDS OF THE ANIMALS	2 CATS, 1 DOG	175.00
G & K SERVICES	UNIFORMS	202.21
GIERKE ROBINSON COMPANY IN	CUTTING BLADE	523.44
GRAINGER	PARTS FOR NEW CAT ENGINE	429.90
GRASSHOPPER LAWN CARE DBA	MOW & TRIM 2 UNKEPT PROPERTIES	90.00
GREAT WESTERN SUPPLY CO	SPRAYER ASSEMBLY	107.77
H & H AUTO	TIRES #118	146.36
HASTY AWARDS	270 MEDALS FTBLL & VBALL	616.30
IMAGE TREND INC	CLEARING HOUSE SERVICES	240.00
INTEGRATED TECHNOLOGY PART	TECH SERVICES AT CITY HALL	3958.15
IOWA ASSOCIATION OF	TESTING	155.00
IOWA DEPARTMENT OF TRANSPOR	BLADE GRADER	317.20
IOWA DEPT. OF NATURAL RESO	WATER ALLOCATION ANNUAL FEE	66.00
JOHNSON COUNTY AMBULANCE	MUTUAL AID	600.00
LANDS' END BUSINESS OUTFIT	28 SHIRTS-ADMIN,LIB,CD,UTILITY	1177.73
LAWSON PRODUCTS INC	SAFETY GOGGLES	6.97
MANATTS INC	LOAD FOR CITY HALL PROJECT	2978.75
MC CLURE ENGINEERING COMPA	SANITARY COLL & SYS EVALUATION	37808.60
MH EQUIPMENT CO	REPAIR PARTS #30	1295.69
MITCHELL 1	MONTHLY WEB SUBSCRIPTIONS	233.05

MONROE SYSTEMS FOR BUSINES	OFFICE CALCULATOR DEB	191.57
MUNICIPAL SUPPLY INC	WATER MAIN REPAIR CLAMP	122.00
McMASTER-CARR	PARTS FOR OLD POWER PLANT	282.63
ODB COMPANY	REPAIR PARTS #163	676.63
OFFICE EXPRESS	OFFICE SUPPLIES	213.06
POWER PLANT COMPLIANCE	DNR CONSTRUCTION PERMIT FEE	1175.00
PRAXAIR DISTRIBUTION INC	OXYGEN	39.90
R S STOVER COMPANY	REGULATOR	8515.62
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	555.95
RESCO	FR BIBS	2667.57
SANDRY FIRE SUPPLY LLC	10 TURNOUT COATS	7952.72
SHERMCO INDUSTRIES INC	PROGRESSIVE BILLING	7800.00
STATE HYGIENIC LABORATORY	POOL TESTING FEES	100.00
SUMMIT COMPANIES	FIRE EXTINGUISHER SERVICED	93.00
THOMAS HEATING & AIR	6 FILTERS	90.00
THOMPSON TRUCK & TRAILER	REPAIR PARTS #30	363.56
TIPTON CONSERVATIVE	TOUCH A TRUCK, GARAGE SALE	1115.63
TIPTON ELECTRIC MOTORS	REPAIR PARTS FOR WELL	477.53
TIPTON PHARMACY	MEDS	295.82
TITAN MACHINERY INC	REPAIR PARTS #18	261.14
TMP REFINING	CATALYST CLEANING	870.00
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	5.00
TREY ELECTRIC	WORK ON TRAFFIC SIGNALS	1184.40
TYLER TECHNOLOGIES INC	UTILITY BILL NOTIFICATION	29.20
WESCO RECEIVABLES CORP	UNDERGROUND SUPPLIES	465.45
XEROX CORPORATION	BASE & COPY CHARGES	1468.21
** TOTAL **		132472.44
FUND TOTALS		
001 GENERAL GOVERNMENT		28408.94
311 ADDTNL GENERATION PRJCT		23300.00
600 WATER OPERATING		1288.61
610 WASTEWATER/AKA SEWER REVE		778.61
630 ELECTRIC OPERATING		8067.40
640 GAS OPERATING		9096.33
660 AIRPORT OPERATING		9.18
670 GARBAGE COLLECTION		3229.75
740 STORM WATER		37808.60
750 CEMETERY ENTERPRISE		31.92
810 CENTRAL GARAGE		8300.48
835 ADMINISTRATIVE SERVICES		12152.62
GRAND TOTAL		132472.44

<b>City Credit Card Statement</b>	Card Ttl	<b>6,924.07</b>
<b>City Card - Check out card</b>		

Operating Supplies - Welter Storage Equipment	63.50	
<b>Total Charges</b>		<b>63.50</b>
<b>Ambulance - One Card</b>		
Misc Supplies - Pizza Hut	43.93	
Office Supplies - Canon USA	77.36	
<b>Total Charges</b>		<b>121.29</b>
<b>Fire - One Card</b>		
Training - Waverly Volunteers	715.00	
<b>Total Charges</b>		<b>715.00</b>
<b>Public Works - One Card</b>		
Operating Supplies - Walmart	14.79	
Training - IAMU	185.00	
<b>Total Charges</b>		<b>199.79</b>
<b>Electric - One Card</b>		
Training - IAEI	375.00	
Operating Supplies - Aluminum Ladder Racks	889.00	
Postage/Shipping - USPS	6.47	
Computer Supplies - Walmart	164.63	
Misc Supplies - Casey's, Walmart	32.40	
<b>Total Charges</b>		<b>1,467.50</b>
<b>Gas - One Card</b>		
Operating Supplies - Paypal	37.13	
Compressor for Aquatic Center - United Refrigeration	1771.13	
<b>Total Charges</b>		<b>1,808.26</b>
<b>Library - One Card</b>		
Postage/Shipping - USPS	112.29	
Office Supplies - Walmart, Demco	127.75	
Materials - Amazon, Walmart	740.49	
Program Supplies - Demco	94.87	
Misc Supplies - Walmart	56.04	
Computer Supplies - Staples	39.04	
Training - Iowa Library Association	314.00	
<b>Total Charges</b>		<b>1,484.48</b>
<b>JKFAC/Recreation - One Card</b>		
Office Supplies - Walmart	30.97	
Operating Supplies - Walmart, Adolph Kiefer, J.L. Wingert, Taylor Technologies	423.30	
Dues - Iowa Park and Recreation	155.00	
	155.00	
<b>Total Charges</b>		<b>764.27</b>
<b>Comm Dev - One Card</b>		
Misc Supplies - Caseys	9.98	
<b>Total Charges</b>		<b>9.98</b>

**Finance Director - One Card**

Training - Iowa League of Cities

290.00

**Total Charges****290.00****Statement Total****6,924.07**

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

2. Garbage Exemption, 55 Meridian St.

Motion by Leeper, second by Spear to approve the garbage exemption at 55 Meridian St. Following the roll call vote the motion passed unanimously.

3. Garbage Exemption, 120 East 5<sup>th</sup> St.

Motion by Leeper, second by Anderson to approve the garbage exemption at 120 East 5<sup>th</sup> St. Following the roll call vote the motion passed unanimously.

4. 28E Agreement, School/City Football Field, Sidewalk Drainage and Future Parking Project

Motion by McNeill, second by Leeper, to approve the 28E Agreement between the School and the City pertaining to the football field, sidewalk drainage and the future parking lot project. Following the roll call vote the motion passed unanimously.

5. Agreement with Garden & Associates Inc., for Engineering Services for School/City Football Field, Sidewalk Drainage and Future Parking Project

Motion by McNeill, second by Leeper to approve Garden & Associates, Inc., for engineering services for the School/City football field, sidewalk drainage and future parking lot project. Following the roll call vote the motion passed unanimously.

6. Proposal to Prepare Concept Plans and Cost Estimate to Rehab the former Legion Building; Demolition Estimate

Motion by Anderson, second by Leeper to approve the proposal to prepare concept plans and a cost estimate to rehab the former Legion Building; demolition estimate. Interim Manager Long stated that the demolition estimate is \$14,000.00. Sarah Coleman with Martin Garden Architecture stated it would take six to eight weeks to do the feasibility study. They will try to get here this week to do the field verification. Following the roll call vote the motion passed unanimously.

7. Authorization to Advertise for Interim Budget Analyst/Finance Director

Motion by Boots, second by Anderson to approve advertising for interim Budget Analyst/Finance Director. Following the roll call vote the motion passed unanimously.

8. Mayor's Appointment and Council Consent of a Chief of Police

Motion by Anderson, second by Boots to approve appointing Lisa Kepford as the Chief of Police. The motion passed with the following roll call vote:

Aye: Spear, McNeill, Boots, Anderson

Nay: Leeper

**Discussion Items (No Action)**

1. Snow Removal – Even/Odd Parking; Sidewalk Snow Removal

Director of Public Works Nash stated that even/odd parking seems to be very confusing to many. And, the signage that would have to be placed on all the streets would be very costly. Nash suggested adding more streets to the snow emergency route and believes that may help. In regards to clearing off sidewalks, Director of Public Works Nash stated that property owners have 24 hours from when the snowfall ends to get their sidewalks clear. Interim Manager Long stated that if a sidewalk is not cleared, that a notice is sent, and if they do not respond then a contractor is hired to clear it and the property owner is charged.

## 2. Water/Sewer Bill Forgiveness Policy Review

Interim Manager Long stated that in about a year and a half, a little over \$5000.00, has been paid out for the one-time water and sewer adjustments. The cap for both water and sewer each is \$250.00. Mayor Carney stated it is a good and fair policy.

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

#### **Mayor**

Mayor Carney stated that Jon Bell, the County Supervisor, called him and wanted to congratulate the City on what a wonderful fire department the City has and how helpful they were with the flood. They did a great job and he was very impressed.

#### **Council**

Councilperson Boots stated that there was a CCEDCO meeting this month and they are still pursuing the 501C(6) status to be nonprofit, so they can do donations and receive tax credits.

#### **Interim Manager**

Interim Manager Long stated that a pier group of law enforcement executives is going to be developed and they will work with the Council and the Chief to determine goals and objectives for Chief of Police Kepford.

#### **Public Works Director**

Director of Public Works Nash stated that the sidewalk project by the library and Theisen's is progressing well. It should be done by the end of next week.

#### **Electric Superintendent**

Electric Superintendent Taber stated they plan to run the new engine tomorrow.

### **Closed Session:**

Closed Session, Pursuant to Iowa Code Chapter 21.5(1)J, the City Council may enter in closed session, "to discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property." Motion by Anderson, second by McNeill to adjourn from regular session to closed session pursuant to Iowa Code Chapter 21.5(1)J, the City Council may enter in closed session, "to discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property", at 6:47 p.m. Following the roll call vote the motion passed unanimously.

### **Roll call to return to regular session:**

The council reconvened to regular session from closed session at 6:57 p.m., with the following councilmember's present: Leeper, McNeill, Boots, Anderson and Spear.  
No action was taken.

### **Adjourn:**

With no further business to come before the council a motion to adjourn was made by Boots, second by Leeper. Following the roll call vote the motion passed unanimously.  
Meeting adjourned at 6:57 p.m.

Mayor

Attest:  
City Clerk