

February 6, 2017  
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, Nash, Kepford, Taber, Beck, Walsh, Ratliff, Downs, Donohoe, Spangler, Daufeldt, other visitors and the press.

**Agenda:**

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

**Communications:**

- 1.Mary Swan shared a list of desirable qualities she would like to see in the next City Manager.
  - 2.Larry Hodgden encouraged everyone to support the school bond issue and vote on Tuesday, February 7<sup>th</sup>.
  - 3.Tim Malott stated that there is a Hazard Mitigation Plan meeting on Thursday, February 16<sup>th</sup>, from 1:00 p.m. to 4:00 p.m., and hopes that someone from the council will be attending.
- Malott shared that the Emergency Medical Services will be going digital October 2018.  
Finally, Malott shared concerns regarding the condition of the road by the Cedar County Law Enforcement Center. He would like to see it get paved.

**Consent Agenda:**

Motion by Spear, second by Boots to approve the consent agenda which includes the January 16, and January 30, 2017, Council Meeting Minutes, Airport Committee Minutes, Library Board Minutes, and Cemetery Minutes. Following the roll call vote the motion passed unanimously.

**Mayoral Proclamation:**

1. Mayor Carney read a proclamation honoring Stuart Clark, Editor in Chief of the Tipton Conservative, as an acknowledged Master Editor-Publisher. On February 3, 2017, Clark was selected to receive the award at the Iowa Newspaper Association Convention and Trade Show.

**Motions for Approval:**

1. Claims List

ARROW INTERNATIONAL INC	MEDICAL SUPPLIES	610.05
AUCA CHICAGO LOCKBOX	BLDG MAINT SUPPLIES	199.74
BARRON MOTOR SUPPLY	BULB & LENS	19.89
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	273.78
CHAPMAN METERING	5 METERS GEN 7	535.00
CHUCK PAUL TRUCKING	PICK UP & DELIVER ROAD SALT	571.47
CINTAS CORPORATION	FIRST AID SUPPLIES	377.34
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	471.05
CONTROL INSTALLATIONS OF	HVAC REPAIRS	127.37
CREATIVE PRODUCT SOURCE	DARE SUPPLIES	102.97
CUSTOM BUILDERS INC	UPS CHARGES	45.58
ELECTRICAL ENGINEERING &	BLDG MAINT SUPPLIES	126.50
EMSLRC	TRAINING	20.00
FLETCHER-REINHARDT CO.	UNDERGROUND SUPPLIES	512.29
G & K SERVICES	UNIFORMS	206.24

GARDEN & ASSOCIATES INC	PARK SITE IMPROVEMENTS	1110.64
GRAYBILL COMMUNICATIONS	BATTERY	165.00
H & H AUTO	4 TIRES #3	641.04
IMAGE TREND INC	CLEARING HOUSE SERVICES	144.00
INTEGRATED TECHNOLOGY PA	REPLACE UPS BACKUP	702.05
IOWA ASSOCIATION OF	ENERGY CONFERENCE	315.00
IOWA DEPARTMENT OF REVEN	STATEWIDE PROPERTY TAX	30.54
IOWA ONE CALL	LOCATES	14.40
IOWA UTILITIES BOARD	ELECTRIC ASSESSMENT	3253.00
JAB INK DESIGN	2 EMBROIDERED ELECTRIC SHIRTS	97.00
JOHNSON COUNTY AMBULANCE	ALS INTERCEPT	800.00
KINUM INC	COLLECTION EXPENSE	69.50
KOCH ELECTRIC	UG CONVERSION CHANGEOVER	460.04
KUNDE OUTDOOR EQUIPMENT	WOODCUTTER CHAIN OIL	263.16
LANDS' END BUSINESS OUTF	3 OFFICE SHIRTS	55.37
LIBERTY COMMUNICATIONS	SMART DOOR MONTHLY FEE	25.85
LYNCH DALLAS PC	GENERAL MATTERS	448.50
LYNCH'S EXCAVATING INC	WATER MAIN BREAK E 8TH ST	2810.95
MARTIN GARDNER ARCHITECT	FEASIBILITY STUDY(OLD LEGION)	732.50
MISC. VENDOR	MME:COMPUTER SUPPLIES	449.00
MITCHELL 1	MONTHLY WEB SUBSCRIPTIONS	237.71
MOORE FIREARMS	3 GLOCK MAGS	90.00
MUNICIPAL SUPPLY INC	WATER METER SUPPLIES	123.24
NILES CHIROPRACTIC	PRE-EMPLOYMENT SCREENING	25.00
OFFICE EXPRESS	OFFICE SUPPLIES	343.14
REPUBLIC SERVICES OF IOW	RECYCLING SORT FEES	621.76
RK DIXON	CONTRACT BASE CHARGE	25.67
SPAHN & ROSE LUMBER CO	BLDG MAINT SUPPLIES	735.88
SPINUTECH INC	OCT EMAIL MARKETING	50.00
STOREY KENWORTHY/MATT PA	LASER CHECKS	356.82
STUART C IRBY CO	4 PAIR OF GLOVES & TESTING	1139.72
STUELAND AUTO CENTER INC	PIPE #43	54.47
T & M CLOTHING CO.	AMBULANCE JACKET & EMBROIDERY	30.00
TERRY DURIN COMPANY	20 FUSES	224.25
THOMPSON TRUCK & TRAILER	REPAIR PARTS #21	41.88
TIFFINY'S TIPTON BAKERY	SAFETY MEETING SUPPLIES	40.50
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	5.00
USA BLUE BOOK	CHEMICALS	333.16
VERSA PRODUCTS INC	POWER DESKTOP	350.00
WALMART COMMUNITY	US FLAG	183.38
WENDLING QUARRIES INC	73.28 TN MANSAND & CHIPS	647.06
XEROX CORPORATION	BASE & COPY CHARGES	1399.01
** TOTAL **		23844.46

Fund Totals	
001 GENERAL GOVER	5906.76
002 COMMUNICATION	45.00
600 WATER OPERATI	3796.55
610 WASTEWATER/AK	145.97
630 ELECTRIC OPER	6724.79
640 GAS OPERATING	1893.13
660 AIRPORT OPERA	95.15
670 GARBAGE COLLE	746.22
810 CENTRAL GARAG	1132.28
835 ADMINISTRATIV	3358.61
GRAND TOTAL	23844.46

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

2. Restoration of Water Slides, Bridge and Tower Steps, James Kennedy Family Aquatic Center

Motion by Anderson, second by Spear to approve the quote from Fischer Brothers, in the amount of \$14,779.00, to restore the water slides and the bridge and tower steps. Following the roll call vote the motion passed unanimously.

3. Gutter Inserts for the Pools, James Kennedy Family Aquatic Center

Motion by McNeill, second by Boots to approve the quote from Recreation Supply, in the amount of \$1,643.61, for gutter replacement materials, for the indoor and outdoor pools. Following the roll call vote the motion passed unanimously.

4. Street Dances, Tiger's Den Food and Spirits

Motion by Boots, second by McNeill to table this item as Steve Sparbel with Tiger's Den was not in attendance. Following the roll call vote the motion passed unanimously.

Motion by McNeill, second by Leeper to remove from the table as Sparbel is in attendance.

Sparbel introduced himself and wanted to get thoughts from the council about possibly having street dances. He is familiar with the steps he needs to take regarding road closure and liquor license permitting.

No Action Taken.

5. One-time Water and Sewer Exemption, Nikki Bennett, 122 West 9<sup>th</sup> Street

Motion by McNeill, second by Spear to approve the one-time water and sewer exemption at 122 West 9<sup>th</sup> Street, reducing the water and sewer portion of each to \$16.60, with a total credit of \$291.04. Following the roll call vote the motion passed unanimously.

6. Hiring of Finance Director, Melissa Armstrong

Motion by Boots, second by Leeper to accept the hiring of the new Finance Director, Melissa Armstrong. Following the roll call vote the motion passed unanimously.

7. Interim City Manager's Attendance, Iowa Municipal Manager's Conference

Motion by Spear, second by Leeper to approve Interim Manager Long to attend the Iowa Municipal Manager's Conference, as a presenter, on Wednesday, March 15, 2017, in Iowa City. Following the roll call vote the motion passed unanimously.

**Reports to be Received/Filed:**

1. February 2017, Community Development Director's Report
2. November 2016, and December 2016, Library Director's Report
3. American Public Power Governance Workshop
4. Fire Chief's Annual Report

Motion by Anderson, second by McNeill to accept the February 2017, Community Development Director's Report, the November 2016, and December 2016, Library Director's Report, American Public Power Governance Workshop report, and the Fire Chief's Annual Report. Following the roll call vote the motion passed unanimously.

**Discussion Items (no action):**

1. Preliminary Budget Draft for the Fiscal Year Ending June 30, 2018

Each department head spoke briefly on their budget and shared if there was going to be anything out of the ordinary included in the FY 2017-2018 budget.

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

**Mayor**

Mayor Carney and Interim Manager Long met with a consultant from Smart Source regarding municipally owned telecoms. This could include telephone, internet and cable service options for the citizens of Tipton.

**Council**

Councilmember Leeper spoke about the American Public Power Governance Workshop that he attended on January 24<sup>th</sup>. He stated it was very beneficial.

**Interim Manager**

Interim Manager Long stated that the Community Profile for the City Manager search process has been completed by Pat Callahan. There are some minor corrections to be made and then Callahan will do the final print.

The community forum, led by Pat Callahan, for the City Manager search process, is on Tuesday, February 21<sup>st</sup>, at 5:30 p.m., at the Tipton Public Library.

**Finance Director**

Finance Director Fletcher stated that the City received a refund check from IAMU Safety Group Insurance Program for \$13,384.47.

Fletcher to initiate a new, all-inclusive lease to replace our existing postage/folding machine equipment which includes equipment, meter rental, rate change protection and maintenance, for \$282.26 a month. The current equipment we have is at its end of useful life and will no longer be maintained/serviced.

**Chief of Police**

Chief of Police Kepford gave a criminal acts report on two investigations taking place right now. The two males that broke into the house in Tipton were all facts that were stated in the Tipton Conservative. Kepford said the house was targeted.

They are still investigating and doing interviews for the damage done to the flower pots downtown. They do have some leads.

**Ambulance Director**

Ambulance Director Ratliff gave an update on the consolidation of phone and internet with Integrated Technology Partners and Aureon. The plans will be finalized soon. There will be a savings of over \$1,000.00 per month.

**Adjourn:**

With no further business to come before the council a motion to adjourn was made by Leeper, second by Boots.

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 7:30 p.m.

Mayor           Bryan Carney          

Attest:           Amy Lenz            
City Clerk