

City of Tipton, Iowa

Meeting: Tipton City Council Meeting
Place: Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772
Date/Time: 5:30 p.m., Monday, March 13, 2017
Web Page: www.tiptoniowa.org
Posted: Friday, March 10, 2017 (Front door of City Hall & City Website)

Mayor:	Bryan Carney	Interim City Manager:	Tim D. Long
Council At Large:	Leanne Boots	City Attorney:	Lynch Dallas, P.C.
Council At Large:	Pam Spear	Finance Director:	Lorna Fletcher
Council Ward #1:	Ross Leeper	City Clerk:	Amy Lenz
Council Ward #2:	Dean Anderson	Dir. of Public Works:	Steve Nash
Council Ward #3:	Tim McNeill	Police Chief:	Lisa Kepford

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Agenda Additions/Agenda Approval
- E. Communications:

If you wish to address the City Council regarding an issue, whether on the agenda or something not on the agenda, please approach the lectern at this time, and give your name and address for the public record before discussing your item.

1. Larry Hodgden: Fund Transfers Practices, Iowa Code

F. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval - City Council Minutes, February 21, 2017
2. Approval – City Council Minutes, February 22, 2017
3. Approval – City Council Minutes, February 27, 2017
4. Approval – City Council Minutes, March 6, 2017
5. Approval – Liquor License, Monty’s Pizza & Grill, 310 Cedar Street

G. Public Hearing

1. Amendment to Chapter 155, Section 101.4.1 of the City Code, Gas, to Limit Gas Service Pressure to 8.5 Inches of Water Column Where Corrugated Stainless Steel Tubing is Used for Residential Gas Supply Tubing
2. Annual Budget and Certification of Taxes for the Fiscal Year Ending June 30, 2018

H. Ordinance Approval/Amendment

1. Ordinance No. 557, Consideration of an Amendment to Chapter 155, Section 101.4.1 of the City Code, Gas, to Limit Gas Service Pressure to 8.5 Inches of Water Column Where Corrugated Stainless Steel Tubing is Used for Residential Gas Supply Tubing. First Reading.

I. Resolutions for Approval

1. Resolution 031317A: Consideration of Adoption of the Budget and Certification of Taxes for the Fiscal Year Ending June 30, 2018
2. Resolution 031317B: Consideration of a 28E Agreement between the City of Tipton, Iowa, and the City of Cedar Rapids, Iowa, for Sharing of Cedar Rapids Properties for Public Safety and Other Related Training Purposes
3. Resolution 031317C: Consideration of a Resolution Authorizing the Mayor to Execute an Agreement Assigning Sole Ownership Rights for Certain Tipton Industrial Park Property to TEDCO, Clarifying That Ownership Rights Reside Solely in TEDCO

J. Mavoral Proclamation

K. Old Business

L. Motions for Approval

1. Consideration of Claims
2. Consideration of Setting a Public Hearing at the March 27, 2017, City Council Meeting for Proposed Plans and Specifications, Form or Contract and Estimate of Costs for Park Improvements – Tipton, Iowa – 2017, for Sidewalk, Paving and Drainage Improvements at the High School Football Field
3. Consideration of Approval of Purchase of a Demonstrator Model Digger Derrick Truck for Electric Department from Altec for \$147,660
4. Consideration of a 4% Wage Adjustment for Finance Director Lorna Fletcher per the Verisight Wage Study
5. Consideration of Setting a Public Hearing at the April 3, 2017, City Council Meeting for Proposed Plans and Specifications, Form or Contract and Estimate of Costs for Water Main Improvements – Tipton, Iowa – 2017, for Water Main Replacement on Cedar Street
6. Consideration of Approval to Permit New Decorative Flower Urns to be Placed Within City Right of Ways in the Central Business District
7. Consideration of Proposals for Rent of Office Space for the Community Development Office
8. Consideration of a Plan for Rehabilitation of the Former Legion Building for the Community Development Office
9. Consideration of City Staff Participating in the American Public Power Association's "APPA Day of Caring" on June 5, 2017
10. Consideration of Approval of Maintenance and Improvement Expenses for the "2008 RAGBRAI Bike", and Mounting it in the Central Business District on City Property
11. Consideration of Approval of Updates to the Gas Utility Operations and Maintenance Rules
12. Consideration of an Appointment of Kenneth Crock to fill a Vacancy on the Zoning Board of Adjustments

M. Reports to be Received/Filed

N. Discussion Items (No Action)

1. Removal of Tree in Green Space

O. Reports of Mayor/ Council/ Manager/ Department Heads

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Manager's Report
5. City Department Heads

P. Adjournment

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 886-6187 to arrange for accommodations/transportation.

City Manager, Mayor, Council,

It would appear the conditions in this part of the Iowa code has not been completed for this budget. In fact there is no record of this having been done in recent years. The importance of this is transparency with the public about the money which is being transferred from city operated utilities. I would encourage you to put this on your agenda for March 13 and approve the transfer before you approve the FY17-18 budget.

384.89 TRANSFER OF SURPLUS.

The governing body of a city utility, combined utility system, city enterprise, or combined city enterprise which has on hand surplus funds, after making all deposits into all funds required by the terms, covenants, conditions, and provisions of outstanding revenue bonds, pledge orders, and other obligations which are payable from the revenues of the city utility, combined utility system, city enterprise, or combined city enterprise and after complying with all of the requirements, terms, covenants, conditions and provisions of the proceedings and resolutions pursuant to which revenue bonds, pledge orders, and other obligations are issued, may transfer such surplus funds to any other fund of the city in accordance with any rules promulgated by the city finance committee created in section 384.13 if the transfer is also approved by the city council, provided that no transfer may be made if it conflicts with any of the requirements, terms, covenants, conditions or provisions of any resolution authorizing the issuance of revenue bonds, pledge orders, or other obligations which are payable from the revenues of the city utility, combined utility system, city enterprise, or combined city enterprise which are then outstanding.

Larry Hodgden
210 E. 6th St
Tipton

Tim Long

To: Lorna Fletcher
Subject: FW: FW: Transfers from Utility Funds Complaint from Constituent

From: Nellesen, Ted [mailto:ted.nellesen@iowa.gov]
Sent: Monday, March 06, 2017 1:25 PM
To: Tim Long <citymanager@tiptoniowa.org>
Subject: Re: FW: Transfers from Utility Funds Complaint from Constituent

Tim -

I checked with Andy Nielsen of the Auditor of State and he didn't have anything to add. The City should make a plan to discontinue use of this transfer to support the General fund activities. As long as the City can prove the surplus exists, and has included the transfers as part of the budget, no further approval from the Council will be necessary on this transfer. I would strongly suggest that City spell out the transfers included in the budget in the adopting resolution.

Let me know if I can be of more assistance.

Regards,

Ted J. Nellesen

Department of Management

State of Iowa

Capitol Building, Room 13

Des Moines, IA 50319

ted.nellesen@iowa.gov

515-281-3705

February 21, 2017
Tipton Public Library
206 Cedar Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in a Public Meeting and Community Forum 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: Lenz, 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.

Pat Callahan with Callahan Municipal Consultants lead the meeting with following agenda:

AGENDA
Tipton City Council Public Meeting and Community
Forum

Tipton Public Library

Tuesday, February 21, 2017

5:30 p.m.

- A. **Call to Order**
- B. **Roll Call**
- C. **Pledge of Allegiance**
- D. **Agenda Additions/Agenda Approval**
- E. **Introduction of Patrick Callahan, Callahan Municipal Consultants**
 - 1. Discussion of City Manager Selection Process
 - 2. City Manager Openings in Iowa – Competitive Market
 - 3. Recruitment of Candidates
 - 4. Qualifications and Skills of Ideal Candidates

- F. **Open House: Council, Consultant, Constituent Interaction**
 - 1. Informal discussions with Callahan, Mayor, Council members and constituents – Small Groups
 - 2. Level of Education & Experience
 - 3. Skills & Abilities
 - 4. Personality Traits & Community Involvement
 - 5. Management Style & Leadership
 - 6. Reports from Small Group Discussions

- G. **Closing of Open House**
 - 1. Council resumes for any closing discussion, questions for Callahan
 - 2. Council resumes for any closing discussion
 - 3. The Process Going Forward – Finding the “Right Fit” for Tipton
 - 4. Opportunity to Complete the Questionnaire
 - 5. Strangers in the Community – Potential Candidates – Present a Positive First Impression
 - 6. City Council’s Questions for the Consultant

- H. **Adjournment**

Adjourn:

With no further business to come before the council a motion to adjourn was made by McNeill, second by Boots. Following the roll call vote the motion passed unanimously.
Meeting adjourned at 6:49 p.m.

Mayor

Attest:
City Clerk

February 22, 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, B. Brennan, Kepford, Penrod, Spangler, 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. Larry Hodgden is in support of the tax levy being discussed tonight.
2. Mary Swan wanted to know if there is going to be an open house for the City Manager candidate finalists.

Consent Agenda:

Motion by Spear, second by McNeill to approve the consent agenda which includes the Library Minutes, Library Director's Report, February 6, and February 9, 2017, Council Meeting Minutes, Airport Committee Minutes, Treasurer's and Investment Reports, Liquor License for St. Mary's Church event, and Liquor License Renewal for Walmart. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Claims List

ALEX AIR APPARATUS INC	HYDRANT WRENCH	575.50
ARROW INTERNATIONAL INC	MEDICAL SUPPLIES	160.05
AUCA CHICAGO LOCKBOX	MATS	119.62
BARRON MOTOR SUPPLY	LUBE ELEMENT #67	17.72
BORDER STATES ELECTRIC SUP	UNDERGROUND FAULT INDICATORS	1810.44
BOWIE EQUIPMENT	4" RAIN CAP	7.76
CALLAHAN MUNICIPAL CONSULT	CITY MANAGER AD	4854.00
CEDAR COUNTY CO-OP	FUEL DISCOUNT	2601.43
CEDAR COUNTY ENGINEER	236 GL DSL	1535.31
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	3215.00
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	320.36
CLARENCE LOWDEN SUN-NEWS &	FAC AD	174.00
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	2900.00
CUSTOM BUILDERS INC	UPS CHARGES	101.25
D & R PEST CONTROL INC	PEST CONTROL	190.99
EASTERN IOWA LIGHT & POWER	EAST LAGOON	1133.53
ELECTRICAL ENGINEERING & E	20 LED LIGHTS FOR INDOOR POOL	35000.00
FAMILY FOODS	MISC SUPPLIES	20.12
G & K SERVICES	UNIFORMS	59.58
HAWKINS INC	CHEMICALS	989.28
IMAGE TREND INC	CLEARING HOUSE SERVICES	160.00
INTEGRATED TECHNOLOGY PART	MONITOR CABLE	2972.70

IOWA ASSOCIATION OF	OSHA COURSE - FLOYD	1215.00
IOWA LAW ENFORCEMENT ACADE	CERTIFICATION EXAM - MISSIMER	550.00
IOWA PRISON INDUSTRIES	SAFETY GOGGLES	326.00
IOWA PUBLIC AIRPORTS ASSOC	MEMBERSHIP DUES	75.00
KOCH ELECTRIC	SERVICE CALL TO WEST LAGOON	75.00
MICHAEL SEEHUSEN	PLIERS SET	40.00
MID-STATES ORGANIZED CRIME	MEMBERSHIP DUES	100.00
MISC. VENDOR	KROMMINGA:COIL SPRING SPACERS	15.99
MISSISSIPPI VALLEY PUMP IN	REBUILD & REINSTALL PUMP	8815.00
MUNICIPAL SUPPLY INC	AUTOGUN REPAIR	425.00
OLSEN'S APPLIANCE SALES AN	CONTROL BOARD	289.37
PEPSI-COLA	DRINK ORDER	165.03
POWER PLANT COMPLIANCE	TESTING ENGINE 7	7450.00
PRAXAIR DISTRIBUTION INC	OXYGEN	41.94
QC ANALYTICAL SERVICES LLC	WASTEWATER TESTING	3213.00
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	575.19
REXCO EQUIPMENT INC	FILTERS #138	57.87
SPINUTECH INC	FEB EMAIL MARKETING	25.00
STATE HYGIENIC LABORATORY	POOL TESTING	50.00
THOMPSON TRUCK & TRAILER	COOLANT	59.94
TIPTON CONSERVATIVE	MINUTES, FAC SCHEDULE	764.44
TIPTON PHARMACY	PATIENT MEDS	468.70
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	5.00
XEROX CORPORATION	BASE & COPY CHARGES	1052.40
** TOTAL **		84773.51
Fund Totals		
001 GENERAL GOVERNMENT		4,819.84
311 ADDTNL GENERATION PRJCT		7,450.00
315 JKFAC CP		35,000.00
600 WATER OPERATING		2,794.99
610 WASTEWATER/AKA SEWER REVE		11,437.46
630 ELECTRIC OPERATING		3,328.32
640 GAS OPERATING		505.55
660 AIRPORT OPERATING		75
670 GARBAGE COLLECTION		3,798.10
750 CEMETERY ENTERPRISE		32.25
810 CENTRAL GARAGE		4,819.32
835 ADMINISTRATIVE SERVICES		10,712.68
GRAND TOTAL		84,773.51
City Credit Card Statement	Card Ttl	4,618.05
City Card - Check out card		
Misc Supplies - Amazon		8.20
Office Supplies - Staples		55.28

Advertising - Quad City Times, Government Finance Officers Association	695.00	
Fuel - Knoxville Fuel	18.75	
Dues - Iowa Police Chiefs Association	75.00	
Travel Training - Red Rock Grill, McDonald's, Pizza Hut, The Rib Shack, Cobblestone Hotel	325.87	
Total Charges		1,178.10
Ambulance - One Card		
Office Supplies - Harbor Freight Tools	77.97	
Bldg Maint Supplies - Lowes	148.00	
Total Charges		225.97
Public Works - One Card		
Operating Supplies - Amazon	3.40	
Repair Parts - Amazon	199.00	
Office Supplies - Walmart	73.77	
Tech Services - Tatems	284.00	
Small Tools - Harbor Freight Tools	41.52	
Total Charges		601.69
Electric - One Card		
Travel Training - Prairie Meadows, McDonald's	251.83	
Fuel - Caseys	30.22	
Misc Supplies - Traffic Safety Warehouse, Walmart	128.28	
Total Charges		410.33
Library - One Card		
Postage/Shipping - USPS	203.21	
Office Supplies - Demco, Amazon, Walmart	131.90	
Materials - Amazon, Walmart	838.49	
Program Supplies - Walmart, Family Foods	89.99	
Total Charges		1,263.59
JKFAC/Recreation - One Card		
Operating Supplies - Swim Outlet, Walmart, The Webstaurant Store	399.92	
Training - Iowa Park and Recreation, Two Rivers YMCA	455.00	
Total Charges		854.92
Economic Dev Director - One Card		
Misc Supplies - Caseys, Tiffany's Tipton Bakery, D'Alicias	83.45	
Total Charges		83.45
Statement Total		4,618.05

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

2. Soccer Goals, Preschool League

Motion by Spear, second by Boots to approve the quote from Sports Unlimited, in the amount of \$1,110.00, for six soccer goal units for the preschool league. Following the roll call vote the motion passed unanimously.

3. Baseball Field Drag Parts

Motion by Anderson, second by Spear to approve the quote from Heying Company, in the amount of \$625.95, for ball field drag parts. Following the roll call vote the motion passed unanimously.

4. Security Cameras, James Kennedy Family Aquatic Center

Motion by Boots, second by McNeill to approve the quote from Global Security Services, in the amount of \$527.00, for a new security camera at the front desk area and to move an existing one. Following the roll call vote the motion passed unanimously.

5. Street Closure Request

Motion by McNeill, second by Anderson to approve a street closure for Dustin Morden with Redline Promotions, on East 5th Street, from Cedar Street to Meridian Street, on Saturday, March 18, 2017, for a racecar show. Following the roll call vote the motion passed unanimously.

6. Set Public Hearing, Code Amendment

Motion by Spear, second by Leeper to set a public hearing for March 13, 2017, at the next regular council meeting, at 5:30 p.m., to dis-allow use of corrugated stainless steel tubing and higher pressure gas systems for residential dwellings. Following the roll call vote the motion passed unanimously.

7. Improvements, Adult Softball Diamond

Motion by Boots, second by McNeill to approve the extension of the adult softball diamond to accommodate 80 foot bases. All the work will be done by volunteers. There will be no cost to the City. Following the roll call vote the motion passed unanimously.

8. Motor Drive, East Lagoon Pump

Motion by Leeper, second by McNeill to approve the quote from Schneider Electric, in the amount of \$1,920.00, to replace the faulty drive at the east lagoon. Following the roll call vote the motion passed unanimously.

9. Set Public Hearing, FY 2017-2018 Budget

Motion by Spear, second by Boots to set a public hearing for Monday, March 13, 2017, at the next regular council meeting, at 5:30 p.m., for the FY 2017-2018 Budget. Following the roll call vote the motion passed unanimously.

10. Refuse and Recycling Totes

Motion by Boots, second by Anderson to approve the quote from Cascade Cart Solutions, in the amount of \$7,927.50, for 54 recycling totes, and 54 garbage totes. Following the roll call vote the motion passed unanimously.

11. Rental of High Lift Bucket Truck

Motion by Spear, second by McNeill to approve rental of a bucket truck with a 60-foot reach to safely remove trees, prune and remove storm damage, at a cost of \$2,700.00, with a \$600.00, delivery charge. Following the roll call vote the motion passed unanimously.

12. One-time Water and Sewer Exemption, Acacia Stonehocker, 707 West 9th St., Lot 47

Motion by Anderson, second by Boots to approve the one-time water and sewer exemption at 707 West 9th St., Lot 47, reducing the water and sewer portion of each to \$16.21, with a total credit of \$304.94. Following the roll call vote the motion passed unanimously.

Discussion Items (no action):

1. 2017-2018 Budget

Discussion took place to finalize the FY 2017-2018 Budget. The council came to a consensus to not have any new hires in any departments. The budget can be amended if need be.

2. Tax Levy for Capital Projects

The city tax levy will increase 42 cents, with the new rate being \$13.78. The current tax levy of a home with an assessed value of \$100,000, is \$743.17. With the new tax levy amount it will increase to \$766.53. If the council decides to place the capital projects tax levy as a referendum on the November ballot, it could be added to the FY 2018-2019 Budget.

Reports of Mayor/Council/Manager/Department Heads:

Interim Manager

Interim Manager Long attended an ECIA Housing Committee meeting yesterday to see what is available to rehab a house.

Water/Wastewater Superintendent

Water/Wastewater Superintendent Brennan stated that they are going to repair the water main at West 9th Street and Lynn Street. Water has been surfacing at this location for some time now.

Chief of Police

Chief of Police Kepford updated the council on three investigations.

Closed Session:

Closed Session, per Chapter 20.17 (3): Negotiating sessions, strategy meetings of public employers shall be exempt from the provisions of chapter 21. Motion by Boots, second by Leeper to adjourn from regular session to closed session pursuant to Iowa Code Chapter per Chapter 20.17 (3): Negotiating sessions, strategy meetings of public employers shall be exempt from the provisions of chapter 21, at 6:43 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 7:12 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 Anderson. Following the roll call vote the motion passed unanimously.
Meeting adjourned at 7:13 p.m.

Mayor

Attest:
City Clerk

February 27, 2017
Tipton Fire Station
301 Lynn Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in a Special Meeting 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: Lenz, Fletcher, Daufeldt, Ratliff, Taber, Walsh, Penrod, Smith, Kepford, Nash, Downs, Spangler, B. Brennan, Donohoe, 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. Larry Hodgden is in support of the council and appreciates all the hard work done to complete the budget.

Discussion Items (no action):

1. 2017-2018 Budget

There was continued discussion about the FY 2017-2018 budget. Finance Director Fletcher clarified some things and answered questions for the mayor and council.

2. Tax Levy for Capital Projects

To increase the tax levy it would have to be done through a referendum in November. The referendum would have to be very specific of how the capital project levy funds would be allocated.

Adjourn:

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

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:11 p.m.

Mayor

Attest:
City Clerk

March 6, 2017
Tipton Fire Station
301 Lynn Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in a special meeting at 6:00 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, Armstrong, Peck, Donohoe, other visitors and the press.

Agenda:

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

Pat Callahan with Callahan Municipal Consultants, reviewed each of the following agenda items:

AGENDA

Tipton City Council – Special Work Session

Tipton Fire Station

Monday, March 6, 2017

6:00 p.m. to 7:00 p.m.

- A. Call to order**

- B. General Overview of Work Session**
 - 1. City Manager Search Process

 - 2. Purpose of Work Session

- C. Time Table for Search Process**
 - 1. Review the key dates for Mayor & Council
 - *Telephone or Skype Interviews – March 23rd
 - *Interview the Finalists – April 8th

 - 2. Council consensus on dates & times

 - 3. Candidates have been advised of time table in profile

 - 4. Keep Consultant posted on changes to your schedule

- D. General Discussion of City Manager Documents**
 - 1. City Manager job description

2. Chapter of City Code – City Manager
3. City Manager Employment Agreement – Negotiable?

E. General Overview of Wage & Benefit Package

1. Council consensus on salary range
2. Council consensus on benefit package parameters
3. Candidates' expenses to travel to Tipton

F. Confidentiality of Candidates' Information

1. Confidentiality during early stages of process.
2. Request for Closed Session Form – Signed by Candidates
3. Names of Finalists – Remain confidential

G. Consultant Updates during Search Process

1. Phone calls to the Mayor
2. Written reports to Mayor & City Council sent by e-mail
3. Report on Mayor & Council Members Rankings of Candidates

H. Next Meeting – March 23rd – 5:30 p.m. to 9:00 p.m.

1. Telephone or Skype Interviews
2. Consultant's Review and Recommendations
3. Council Ranking Process – Immediately Following Interviews
4. Rating System – Basis for the Selection of Candidates for Final Interviews

I. Final Comments and Questions

J. Adjourn

The telephone or skype interviews will be on Monday, March 20th, at 5:30 p.m., at the Fire Station, not March 23rd.

Adjourn:

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

Meeting adjourned at 6:33 p.m.

Mayor

Attest:
City Clerk

Amy Lenz

From: Licensing@IowaABD.com
Sent: Tuesday, February 28, 2017 1:33 AM
To: Amy Lenz
Cc: Licensing@IowaABD.com
Subject: Liquor License Submitted to Local Authority

The following licenses are completed and awaiting local authority approval:

License #	License Status	Business Name
	Submitted to Local Authority	Monty's Pizza and Grill (310 Cedar St Tipton Iowa, 52772)

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally at 515.281.7400 (select option 1).

For assistance by email contact Licensing@IowaABD.com

AGENDA ITEM H - 1

AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

DATE:	March 13, 2017
AGENDA ITEM:	Gas Code Amendment, Restricting Use of Corrugated Stainless Steel Tubing, <u>First Reading</u> .
ACTION:	Motion, second and roll call vote to approve, table or deny the First Reading.

SYNOPSIS:

City of Tipton has adopted the 2009 International Fuel Gas Code. This code allows csst piping (corrugated stainless steel tubing) with an maxop (maximum allowable operating pressure) of 5 lbs for residential and commercial customers. We are recommending that csst to be limited not to exceed standard pressure for residential housing, which is 6 to 8.5 inches of water column (6 to 8.5 inches is approximately ¼ lb).

We have been approached about whether Tipton allows 2 lb. gas pressure for residential housing (**which we feel would not be a good idea**), 2 lb. gas pressure allows contractors to use smaller material and save on costs.

Csst has a thin wall thickness and can be penetrated easily with a nail or any other sharp object. The response time to prevent a disaster for a gas leak at 2 lbs. and 8 times the pressure of standard residential pressure is much shorter. We are recommending the council approve the code amendment not allowing csst piping for residential housing to exceed 8.5 inches of water column, and set a hearing to amend the Code at the regular meeting on March 6, 2107.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Gas

MAYOR/COUNCIL ACTION: Motion and roll call vote to approve, table or deny accepting the amendatory ordinance's first reading.

ATTACHMENTS: Ordinance

PREPARED BY: Virgil Penrod/tdl

DATE PREPARED: 3/09/17

Prepared by:	City of Tipton, City Hall, Tim Long, Interim City Manager	407 Lynn St., Tipton, IA 52772 (563) 886-6564
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ORDINANCE NO. 557

AN ORDINANCE AMENDING CHAPTER 155, SECTION 101.4.1, GAS, OF THE CITY OF TIPTON MUNICIPAL CODE

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF TIPTON, IOWA:

SECTION 1. Chapter 155, Section 101.4.1, entitled "Gas" of the municipal code of the City of Tipton, Iowa, shall be amended as follows (additions in *bold italic* font, deletions in ~~strikethrough~~ font:

The provisions of the *2009 International Fuel Gas Code* shall apply to the installation of gas piping from the point of delivery, gas appliances, and related accessories as covered in this code, *with the exception of supply pressure to residential customers that have csst (corrugated stainless steel tubing) piping, supply pressure to these systems will not exceed 8.5" water column.* These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase 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 provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this ____ day of ____, 2017.

ATTEST:

Amy Lenz – City Clerk

Bryan Carney – Mayor

I certify that the foregoing was published as Ordinance No. ____ on the ____ day of ____, 2017.

RESOLUTION NO. 031317A

RESOLUTION APPROVING THE CITY OF TIPTON FISCAL YEAR 2017-2018 ANNUAL BUDGET

WHEREAS, the City of Tipton, Iowa is responsible to approve and certify an annual operating budget, and

WHEREAS, the City Council of the City of Tipton, Iowa is required to hold a public hearing on such budget, and

WHEREAS, the City Council of the City of Tipton, Iowa hereby acknowledges the Budget Certification Sheet as shown in Exhibit "A," attached hereto and made a part thereof, to be accurate and final,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TIPTON, IOWA, that effective upon receipt of this Resolution by the State of Iowa Department of Management and the Cedar County Auditor, that the fiscal year 2017-2018 annual budget for the City of Tipton be approved.

APPROVED this 13th day of March, 2017.

Bryan Carney, Mayor

ATTEST: _____
Amy Lenz, City Clerk

General Fund Transfer Revenue Total - \$676,310

Ambulance Operating	20,000	Gas	35,000
LOST	75,000	Water	1,874
Communications/Local Access	25,000	Road Use Tax	55,000
Sewer/Wastewater	54,538	Garbage	30,000
Electric	350,496	Special Revenue/Emergency Levy	29,402

16-141

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2017 - ENDING JUNE 30, 2018

Resolution No.: 031317A

The City of: Tipton

County Name: CEDAR

Date Budget Adopted: 03/13/2017

The below signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

563 886 6167
Telephone Number

Signature

County Auditor Date Stamp

January 1, 2016 Property Valuations

	With Gas & Electric	Without Gas & Electric	Last Official Census
Regular	108,898,074 2a	107,608,192	3,221
DEBT SERVICE	115,004,595 3a	113,714,713	
Ag Land	398,890 4a		

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General levy	5 882,074	871,626	43 8.10000
Non-Voted Other Permissible Levies					
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 77,627	76,707	52 0.71284
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 12,079	11,936	465 0.11092
Voted Other Permissible Levies					
12(1)	0.13500	Instrumental/Vocal Music Groups	15	0	53 0
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23	0	61 0
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
Total General Fund Regular Levies (5 thru 24)			25 971,780	960,269	
384.1	3.00375	Ag Land	26 1,198	1,198	63 3.00375
Total General Fund Tax Levies (25 + 26)			27 972,978	961,467	Do Not Add
Special Revenue Levies					
384.8	0.27000	Emergency (if general fund at levy limit)	28 29,402	29,054	64 0.27000
384.6	Amt Nec	Police & Fire Retirement	29	0	0
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 157,504	155,638	1.44634
Rule:	Amt Nec	Other Employee Benefits	31 210,068	207,579	1.92903
Total Employee Benefit Levies (29,30,31)			32 367,572	363,217	65 3.37537
Sub Total Special Revenue Levies (28+32)			33 396,974	392,271	
Valuation					
386	As Req				
		With Gas & Elec	Without Gas & Elec		
SSMID 1	(A)	(B)	34	0	66 0
SSMID 2	(A)	(B)	35	0	67 0
SSMID 3	(A)	(B)	36	0	68 0
SSMID 4	(A)	(B)	37	0	69 0
SSMID 5	(A)	(B)	555	0	565 0
SSMID 6	(A)	(B)	556	0	566 0
SSMID 7	(A)	(B)	1177	0	### 0
SSMID 8	(A)	(B)	1185	0	### 0
Total Special Revenue Levies			39 396,974	392,271	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 139,256	137,694	70 1.21087
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41	0	71 0
Total Property Taxes (27+39+40+41)			42 1,509,208	1,491,432	72 13.78000

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:
Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631 1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G O debt certified by the city to this office.

RESOLUTION NO. 03132017 B

**A RESOLUTION AUTHORIZING THE MAYOR
TO EXECUTE A 28E AGREEMENT WITH
THE CITY OF CEDAR RAPIDS, IOWA
FOR SHARING OF CEDAR RAPIDS PROPERTIES
FOR PUBLIC SAFETY TRAINING PURPOSES**

WHEREAS, The City of Tipton Police Department is better able to provide for the safety and security of the constituents of the City when there is realistic training available and training with other departments; and,

WHEREAS, The City of Cedar Rapids has certain properties available to provide for joint training exercises and makes them available to neighboring Police Departments when undertaken by means of a 28E intergovernmental agreement.

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

SECTION 1. That the City Council wishes to enter into a joint agreement with the City of Cedar Rapids, which agreement entitled: "28E AGREEMENT BETWEEN THE CITY OF CEDAR RAPIDS, IOWA AND TIPTON POLICE DEPARTMENT FOR THE SHARING OF CEDAR RAPIDS PROPERTIES FOR TRAINING PURPOSES" is attached to and made a part of this Resolution.

SECTION 2. The City Council accepts the terms of this agreement with the City of Cedar Rapids, and does authorize the Mayor to execute said agreement on their behalf..

PASSED and ADOPTED this ___ day of _____, 2017.

Bryan Carney, Mayor

ATTEST:

Amy Lenz, City Clerk

**CHAPTER 28E AGREEMENT
BETWEEN THE CITY OF CEDAR RAPIDS, IOWA
AND TIPTON POLICE DEPARTMENT
FOR THE SHARING OF CEDAR RAPIDS PROPERTIES FOR TRAINING PURPOSES**

WHEREAS, the City of Cedar Rapids and other law enforcement entities are public agencies as defined by Section 28E of the Code of Iowa, and

WHEREAS, Section 28E of the Code of Iowa provides that any power or powers, privileges or authority exercised as capable of exercise by a public agency of the State of Iowa may be exercised and enjoyed jointly by a public agency of the State of Iowa having such power or powers, and

WHEREAS, the City of Cedar Rapids – Police Department (CRPD) proposes to cooperate on the use of certain properties owned by the City of Cedar Rapids with the Tipton Police Department (TPD).

WHEREAS, the CRPD is going to be using some of the City-owned properties (Buildings), that are set for demolition, for training in our various law enforcement specialties, and

WHEREAS, the City would like to allow TPD to utilize these properties for similar purposes.

NOW THEREFORE, be it resolved, the City of Cedar Rapids and the TPD enter into an agreement pursuant to Chapter 28E of the Code of the State of Iowa, providing for cooperative action pursuant to law enforcement training and public safety as follows:

1. SCOPE OF AGREEMENT

The properties owned by the City are listed in Exhibit A.

2. DURATION

This agreement shall commence on the date that both parties sign this agreement and shall continue thereafter until the City terminates the agreement.

3. PURPOSE

The purpose of this agreement is to establish an understanding of how the TPD will be allowed to utilize the buildings listed in Exhibit A. The City of Cedar Rapids shall be responsible for the administration of the properties.

4. INDEMNIFICATION

For good and valuable consideration received, that being use of Cedar Rapids properties listed in Exhibit A, for the purpose of conducting officer training, the TPD does hereby agree to indemnify and save and hold the City of Cedar Rapids, Iowa, its elected officials, officers, and employees harmless from and against any and all claims and demands for, or in connection with, any accident, injury, death, or damage whatsoever caused to any person or property arising, directly or indirectly, out of the training exercise, on or about the City properties, and arising directly or indirectly from any act or omission of the TPD, its directors, officers, agents, or employees, and from and against any and all costs, expenses and liabilities incurred in connection with any such claim or proceeding brought thereon, excepting all claims and demands for, or in connection with, any accident, injury, death, or damage whatsoever caused to any person or property arising, directly or indirectly, from any negligence on the part of the City of Cedar Rapids, Iowa, its elected officials, officers, and employees.

5. UNDERSTANDING

TPD will be allowed to utilizing City-owned properties for their training with advanced request to the City.

TPD agrees that any damage that is done to a Building that prevents the building from being secured (preventing unauthorized persons from entering the premises) will be repaired by the TPD to a level that is approved by the CRPD to be secure.

6. COUNTERPARTS

This Agreement may be executed in any number of counterparts as the case may be, each of which shall be deemed a duplicate original and which together shall constitute one and the same instrument. In addition, the parties agree that this Agreement may be executed by electronic, pdf or facsimile signatures by any party and such signature will be deemed binding for all purposes hereof without delivery of an original signature being thereafter required.

Signed this ____ day of _____, 2016.

CITY OF CEDAR RAPIDS, IOWA

Jeffrey A. Pomeranz, City Manager Date

Attest:

Amy Stevenson, City Clerk

Wayne M. Jerman, Chief Date

TIPTON, IOWA

Bryan Carney, Mayor Date

Attest:

Tim Long, City Manager

EXHIBIT A

The following is a list of Buildings, some of which are set for demolition, which can be used for the purposes listed in the agreement to which this exhibit is a part.

This list may be amended from time to time due to the addition of Buildings and demolition of others.

GPN	Address
14273-54005-00000	65 20 th Ave. SW
14342-27006-00000	65 21 st Ave. SW
14342-27007-00000	67 21 st Ave. SW
14034-04002-00000	409 Old Marion Rd NE
14023-26009-00000	4509 C Ave NE
Hubbard Ice	1124 1 st St NW

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	3/8/2017
AGENDA ITEM:	Resolution Authorizing the Mayor to Execute an Agreement Assigning Sole Ownership Rights for Certain Tipton Industrial Park Property to TEDCO, Clarifying
ACTION:	That Ownership Rights Reside Solely in TEDCO
	Motion and roll-call vote to approve, table, or deny the recommendation

SYNOPSIS:

In the process of researching the contract for purchase of Industrial Park land from the Lamp brothers, with purchase terms due at the end of March, it was determined jointly by City and TEDCO personnel that there was a need to clarify the ownership of the property into TEDCO's name at the next available opportunity. City Attorney Steve Leidinger, Lynch Dallas, summarizes the issue with this finding, below:

I agree with Tamra's assessment of the effect and likely intent of the assignment document. In that sense it is a liability to the City with payment coming due, and I would advise the City to cooperate and assign the contract back to TEDCO. At next Monday's meeting the Council will need to pass a resolution authorizing the Mayor to execute the assignment I understand Tamra to be preparing. I would, of course, like the opportunity to review the assignment before it is put before the Council.

Leidinger will be present at the meeting, along with a representative of TEDCO, to make this recommendation for Council approval, which I fully support.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Administration

MAYOR/COUNCIL ACTION: Motion and roll call vote to approve, table or deny.

ATTACHMENTS: Resolution, Assignment of Contract

PREPARED BY: Steve Leidinger/tdl

DATE PREPARED: 3/9/2017

RESOLUTION NO. 03132017 C

RESOLUTION AUTHORIZING ASSIGNMENT OF CONTRACT

WHEREAS, on July 13, 2017, the Tipton Economic Development Corporation (“TEDCO”) assigned all of its right, title and interest in a land installment contract (“Contract”) between TEDCO, as Buyer, and Ronald W. Lamp and Wendy S. Lamp, husband and wife; Keith L. Lamp and Linda S. Lamp, husband and wife; and Donald C. Lamp and Marcy Lamp, husband and wife, as Sellers, filed in Book 853, Pages 6-13, Office of the Cedar County Recorder; and

WHEREAS, the Contract pertains to the purchase of real property (“Property”) described as follows: Parcel N located in the Southeast Quarter of the Southwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 6, Township 80 North, Range 2, West of the 5th Principal Meridian, Cedar County, Iowa per Plat Book H, p. 141 office of the Cedar County Recorder; and

WHEREAS, notwithstanding the assignment of the Contract to the City, TEDCO has effectively and continually held itself out as the Buyer making significant payments pursuant to the Contract over the years, primarily with funds loaned to TEDCO by the City pursuant to a revolving Loan Agreement between the City and TEDCO; and

WHEREAS, final payment pursuant to the Contract in the amount of approximately \$360,000.00 is due and payable on or before March 31, 2017; and

WHEREAS, TEDCO wishes to borrow funds from a commercial lender utilizing the Property as collateral in order to satisfy the Contract on or before March 31, 2017, thereby avoiding forfeiture of the Property which would result in a significant loss of equity to TEDCO, diminish TEDCO’S ability to repay the City for funds loaned to date, and compromise the City’s ability to memorialize a security interest in the Property; and

WHEREAS, the July 13, 2017 assignment of the Contract to the City by TEDCO operates as an encumbrance on title to the Property which must be resolved for TEDCO to borrow required funds; and

WHEREAS, there is little if any benefit to the City to retaining any right, title or interest in the Contract; and

WHEREAS, the City Council finds it to be in the best interest of the City and its residents to assign all of its right, title and interest in a land installment contract.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TIPTON IOWA, that the Assignment of Contract attached hereto and incorporated herein by this reference is hereby approved and the Mayor is authorized to execute the same on behalf of the City of Tipton; and

BE IT FURTHER RESOLVED, this Resolution shall be effective upon its passage and approval as provided by law.

PASSED AND APPROVED this ____ day of _____, 2017.

Bryan Carney, Mayor

ATTEST:

Amy Lenz, City Clerk

Prepared By: Tamra J. Roberts, 419 Cedar Street, Tipton, IA 52772; 563-886-2107
Return To: Tamra J. Roberts, 419 Cedar Street, Tipton, IA 52772; 563-886-2107

ASSIGNMENT OF CONTRACT

Assignment of contract regarding real property described as: Parcel N located in the Southeast Quarter of the Southwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 6, Township 80 North, Range 2, West of the 5th Principal Meridian, Cedar County, Iowa per Plat Book H, p. 141 office of the Cedar County Recorder.

In exchange for good and sufficient consideration, the City of Tipton, Iowa, does hereby assign unto the Tipton Economic Development Corporation all of its right, title and interest in a land contract between Ronald W. Lamp and Wendy S. Lamp, husband and wife, Keith L. Lamp and Linda S. Lamp, husband and wife, and Donald C. Lamp and Marcy Lamp, husband and wife as Sellers and Tipton Economic Development Corporation as Purchaser of said contract dated July 13, 2007 and filed that day in Book 853 on pages 6-13 in the office of the Cedar County Recorder, and which was previously assigned by Tipton Economic Development Corporation to the City of Tipton, Iowa on July 13, 2007 and filed that day in Book 853 on pages 14-15 in the office of the Cedar County Recorder.

Dated: _____, 2017.

CITY OF TIPTON, IOWA

By: _____
Bryan Carney, Mayor

State of Iowa, County of Cedar, ss:

This instrument was acknowledged before me on ____ day of _____,
2017, by _____ for the City of Tipton, Iowa.

Notary Public

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-0060	ALBAUGH PHC INC									
I 30124		NEW FAUCET	AP		R	4/09/2017		288.16	288.16CR	
		G/L ACCOUNT						288.16		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR					288.16	NEW FAUCET		
								288.16	288.16CR	0.00
								288.16	0.00	

01-0143	AUCA CHICAGO LOCKBOX									
I 1876758489		MATS	AP		R	4/09/2017		80.12	80.12CR	
		G/L ACCOUNT						80.12		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					80.12	MATS		
								80.12	80.12CR	0.00
								80.12	0.00	

01-0201	BARRON MOTOR SUPPLY									
I 17883		FILTERS	AP		R	3/10/2017		139.98	139.98CR	
		G/L ACCOUNT						139.98		
	610 5-815-2-53500	OPERATIONAL EQUIPT MAINT & REP					139.98	FILTERS		
I 18106		REPAIR PARTS #148	AP		R	3/10/2017		19.90	19.90CR	
		G/L ACCOUNT						19.90		
	810 5-899-2-63321	REPAIR PARTS					19.90	REPAIR PARTS #148		
I 18118		REPAIR PART #148	AP		R	3/10/2017		19.56	19.56CR	
		G/L ACCOUNT						19.56		
	810 5-899-2-63321	REPAIR PARTS					19.56	REPAIR PART #148		
I 18142		OPERATING SUPPLIES	AP		R	3/10/2017		15.96	15.96CR	
		G/L ACCOUNT						15.96		
	001 5-150-2-65070	OPERATING SUPPLIES					15.96	OPERATING SUPPLIES		
								195.40	195.40CR	0.00
								195.40	0.00	

01-0247	BORDER STATES ELECTRIC SUPP									
I 912601300		OVERHEAD SUPPLIES	AP		R	3/10/2017		138.03	138.03CR	
		G/L ACCOUNT						138.03		
	630 5-820-2-65302	OVERHEAD SUPPLIES					138.03	OVERHEAD SUPPLIES		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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				REG. CHECK				138.03	138.03CR	0.00
								138.03	0.00	

01-0410 CEDAR COUNTY CO-OP

C 15562		FUEL DISCOUNT	AP		R	3/10/2017		21.42CR	21.42	
		G/L ACCOUNT						21.42CR		
	810 5-899-2-65075	FUEL						21.42CR	FUEL DISCOUNT	
I 0205765		2.95 GL UL #56	AP		R	4/09/2017		6.66	6.66CR	
		G/L ACCOUNT						6.66		
	810 5-899-2-65075	FUEL						6.66	2.95 GL UL #56	
I 0217000		714.12 GL UL	AP		R	4/09/2017		1,685.23	1,685.23CR	
		G/L ACCOUNT						1,685.23		
	810 5-899-2-65075	FUEL						1,685.23	714.12 GL UL	
I 0478044		3363 GL DSL	AP		R	4/09/2017		5,986.14	5,986.14CR	
		G/L ACCOUNT						5,986.14		
	630 5-821-2-65075	FUEL						5,986.14	3363 GL DSL	
I 478538		23.58 GL PROPANE	AP		R	4/09/2017		79.44	79.44CR	
		G/L ACCOUNT						79.44		
	001 5-210-2-65070	OPERATING SUPPLIES						79.44	23.58 GL PROPANE	
				REG. CHECK				7,736.05	7,736.05CR	0.00
								7,736.05	0.00	

01-1 CEDAR COUNTY EMS

I 2017001		FEST TCKTS	AP		R	3/10/2017		252.00	252.00CR	
		G/L ACCOUNT						252.00		
	001 5-160-1-62300	TRAINING						252.00	CEDAR COUNTY EMS:FEST TCKTS	
				REG. CHECK				252.00	252.00CR	0.00
								252.00	0.00	

01-0480 CEDAR COUNTY SHERIFF'S OFFI

I 021517CCSD		NOTICE SERVED	AP		R	4/09/2017		16.00	16.00CR	
		G/L ACCOUNT						16.00		
	815 5-899-2-65980	MISCELLANEOUS						16.00	NOTICE SERVED	
				REG. CHECK				16.00	16.00CR	0.00
								16.00	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-0461 CEDAR COUNTY SOLID WASTE

I 0217CCTS		TRANSFER FEES	AP		R	4/09/2017		2,555.00	2,555.00CR	
		G/L ACCOUNT						2,555.00		
	670 5-840-2-64850	TRANSFER FEES					2,555.00	TRANSFER FEES		
								REG. CHECK	2,555.00	2,555.00CR
									2,555.00	0.00

01-0516 CEDAR POLY, LLC

I 17803		BAILING WIRE TIES	AP		R	3/10/2017		107.50	107.50CR	
		G/L ACCOUNT						107.50		
	670 5-841-2-65070	OPERATING SUPPLIES					107.50	BAILING WIRE TIES		
								REG. CHECK	107.50	107.50CR
									107.50	0.00

01-0581 CINTAS CORPORATION

I 5007271633		FIRST AID SUPPLIES	AP		R	3/10/2017		407.67	407.67CR	
		G/L ACCOUNT						407.67		
	001 5-620-2-65980	MISCELLANEOUS					18.90	FIRST AID SUPPLIES		
	810 5-899-2-65100	SAFETY					347.08	FIRST AID SUPPLIES		
	630 5-820-2-65100	SAFETY					18.93	FIRST AID SUPPLIES		
	640 5-825-2-65100	SAFETY					15.81	FIRST AID SUPPLIES		
	630 5-821-2-65100	SAFETY					6.95	FIRST AID SUPPLIES		
								REG. CHECK	407.67	407.67CR
									407.67	0.00

01-0580 CINTAS CORPORATION #342

I 342643716		UNIFORMS, SHOP TOWELS, MATS AP			R	3/10/2017		159.36	159.36CR	
		G/L ACCOUNT						159.36		
	630 5-820-2-65070	OPERATING SUPPLIES					30.01	UNIFORMS, SHOP TOWELS, MATS		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					91.29	UNIFORMS, SHOP TOWELS, MATS		
	640 5-825-2-64350	UNIFORMS/EQUIPMENT					38.06	UNIFORMS, SHOP TOWELS, MATS		
I 342645549		UNIFORMS, SHOP TOWELS, MATS AP			R	3/10/2017		159.36	159.36CR	
		G/L ACCOUNT						159.36		
	630 5-820-2-65070	OPERATING SUPPLIES					30.01	UNIFORMS, SHOP TOWELS, MATS		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					91.29	UNIFORMS, SHOP TOWELS, MATS		
	640 5-825-2-64350	UNIFORMS/EQUIPMENT					38.06	UNIFORMS, SHOP TOWELS, MATS		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 342647360		UNIFORMS, SHOP TOWELS, MATS AP			R	3/10/2017		159.36	159.36CR	
		G/L ACCOUNT						159.36		
	630 5-820-2-65070	OPERATING SUPPLIES					30.01	UNIFORMS, SHOP TOWELS, MATS		
	630 5-820-2-64350	UNIFORMS/EQUIPMENT					91.29	UNIFORMS, SHOP TOWELS, MATS		
	640 5-825-2-64350	UNIFORMS/EQUIPMENT					38.06	UNIFORMS, SHOP TOWELS, MATS		
		REG. CHECK						478.08	478.08CR	0.00
								478.08	0.00	

01-1701 CITY OF MECHANICSVILLE

I 021617COM		1 DAY GARBAGE TRUCK RENT AP			R	4/09/2017		1,000.00	1,000.00CR	
		G/L ACCOUNT						1,000.00		
	670 5-840-2-65980	MISCELLANEOUS					1,000.00	1 DAY GARBAGE TRUCK RENT		
		REG. CHECK						1,000.00	1,000.00CR	0.00
								1,000.00	0.00	

01-0587 CLARENCE LOWDEN SUN-NEWS &

I 0217CLSNA		AQUATIC/REC CAMPS AP			R	4/09/2017		23.20	23.20CR	
		G/L ACCOUNT						23.20		
	001 5-465-2-64020	ADVERTISING					7.74	AQUATIC/REC CAMPS		
	001 5-446-2-64020	ADVERTISING					7.73	AQUATIC/REC CAMPS		
	001 5-445-2-64020	ADVERTISING					7.73	AQUATIC/REC CAMPS		
		REG. CHECK						23.20	23.20CR	0.00
								23.20	0.00	

01-0662 CONTROL INSTALLATIONS OF IO

I 63155		HVAC SYSTEM, REPLACE COMPUT AP			R	4/09/2017		5,884.00	5,884.00CR	
		G/L ACCOUNT						5,884.00		
	001 5-465-3-67272	SOFTWARE					5,884.00	HVAC SYSTEM, REPLACE COMPUTER		
		REG. CHECK						5,884.00	5,884.00CR	0.00
								5,884.00	0.00	

01-0697 CUSTOM BUILDERS INC

I 79198		UPS CHARGES AP			R	4/09/2017		156.53	156.53CR	
		G/L ACCOUNT						156.53		
	610 5-815-2-65080	POSTAGE/SHIPPING					61.67	UPS CHARGES		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
		630 5-820-2-65080						94.86	UPS CHARGES	
								156.53	156.53CR	0.00
								156.53	0.00	

01-1076 D & R PEST CONTROL INC

I 26098		PEST CONTROL	AP		R	4/09/2017		35.00	35.00CR	
		G/L ACCOUNT						35.00		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					35.00	PEST CONTROL		
I 26099		PEST CONTROL	AP		R	4/09/2017		31.03	31.03CR	
		G/L ACCOUNT						31.03		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR					31.03	PEST CONTROL		
I 26100		PEST CONTROL	AP		R	4/09/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-150-2-63100	BUILDING MAINTENANCE & REPAIR					25.00	PEST CONTROL		
I 26101		PEST CONTROL	AP		R	4/09/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR					25.00	PEST CONTROL		
I 26213		PEST CONTROL	AP		R	4/09/2017		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR					45.00	PEST CONTROL		
I 26299		PEST CONTROL	AP		R	4/09/2017		29.96	29.96CR	
		G/L ACCOUNT						29.96		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR					29.96	PEST CONTROL		
								190.99	190.99CR	0.00
								190.99	0.00	

01-0802 DOMTAR

I 1318662		10 CASES PAPER	AP		R	3/10/2017		457.20	457.20CR	
		G/L ACCOUNT						457.20		
	035 5-899-2-65060	OFFICE SUPPLIES					457.20	10 CASES PAPER		
								457.20	457.20CR	0.00
								457.20	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-0859	EICCD									
	I 53820	TRAINING	AP		R	3/10/2017		350.00	350.00CR	
		G/L ACCOUNT						350.00		
		001 5-160-1-62300 TRAINING					350.00	TRAINING		
								REG. CHECK		
								350.00	350.00CR	0.00
								350.00	0.00	

01-0911	ELIJAH ENTERPRISES									
	I 3593	BATTERY FOR GENERATOR	AP		R	4/09/2017		165.80	165.80CR	
		G/L ACCOUNT						165.80		
		630 5-821-2-63500 OPERATIONAL EQUIPT MAINT & REP					165.80	BATTERY FOR GENERATOR		
	I 499336	NITROGEN	AP		R	4/09/2017		41.37	41.37CR	
		G/L ACCOUNT						41.37		
		630 5-821-2-65070 OPERATING SUPPLIES					41.37	NITROGEN		
								REG. CHECK		
								207.17	207.17CR	0.00
								207.17	0.00	

01-0930	EMERGENCY MEDICAL PRODUCTS									
	I 1888353	MEDICAL SUPPLIES	AP		R	4/09/2017		235.70	235.70CR	
		G/L ACCOUNT						235.70		
		001 5-160-1-62300 TRAINING					235.70	MEDICAL SUPPLIES		
								REG. CHECK		
								235.70	235.70CR	0.00
								235.70	0.00	

01-0934	ENS DETERGENT SERVICES									
	I 0703021708	LAUNDRY DETERGENT, GREASEAW AP	AP		R	3/10/2017		125.00	125.00CR	
		G/L ACCOUNT						125.00		
		001 5-150-2-65070 OPERATING SUPPLIES					125.00	LAUNDRY DETERGENT, GREASEAWAY		
								REG. CHECK		
								125.00	125.00CR	0.00
								125.00	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-0961 F & W SERVICE COMPANY, INC

I 17685		NEW HOIST INSTALL	AP		R	3/10/2017		1,250.00	1,250.00CR	
		G/L ACCOUNT						1,250.00		
	810 5-899-3-67281	SHOP EQUIPMENT					1,250.00	NEW HOIST INSTALL		
								1,250.00	1,250.00CR	0.00
								1,250.00	0.00	

01-1020 FLETCHER-REINHARDT CO.

I 51152730.001		STREET LIGHT BULBS	AP		R	4/09/2017		88.60	88.60CR	
		G/L ACCOUNT						88.60		
	630 5-820-2-65303	STREET LIGHTS					88.60	STREET LIGHT BULBS		
I 51152730.002		STREET LIGHT BULBS	AP		R	4/09/2017		71.58	71.58CR	
		G/L ACCOUNT						71.58		
	630 5-820-2-65303	STREET LIGHTS					71.58	STREET LIGHT BULBS		
								160.18	160.18CR	0.00
								160.18	0.00	

01-1051 FRIENDS OF THE ANIMALS

I 22417		2 DOGS	AP		R	4/09/2017		150.00	150.00CR	
		G/L ACCOUNT						150.00		
	001 5-190-2-64910	CONTRACT SERVICES					150.00	2 DOGS		
								150.00	150.00CR	0.00
								150.00	0.00	

01-1055 G & K SERVICES

I 65585		UNIFORMS	AP		R	4/09/2017		59.58	59.58CR	
		G/L ACCOUNT						59.58		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					29.55	UNIFORMS		
	670 5-840-2-64350	UNIFORMS/EQUIPMENT					7.91	UNIFORMS		
	600 5-810-2-64350	UNIFORMS/EQUIPMENT					3.15	UNIFORMS		
	610 5-815-2-64350	UNIFORMS/EQUIPMENT					3.15	UNIFORMS		
	810 5-899-2-64350	UNIFORMS/EQUIPMENT					7.68	UNIFORMS		
	001 5-299-2-64350	UNIFORMS/EQUIPMENT					8.14	UNIFORMS		
I 68971		UNIFORMS	AP		R	4/09/2017		59.58	59.58CR	
		G/L ACCOUNT						59.58		
	001 5-210-2-64350	UNIFORMS/EQUIPMENT					29.55	UNIFORMS		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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	670	5-840-2-64350						7.91		UNIFORMS
	600	5-810-2-64350						3.15		UNIFORMS
	610	5-815-2-64350						3.15		UNIFORMS
	810	5-899-2-64350						7.68		UNIFORMS
	001	5-299-2-64350						8.14		UNIFORMS

I 72346		UNIFORMS	AP		R	4/09/2017		59.58		59.58CR
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		G/L ACCOUNT						59.58		
	001	5-210-2-64350						29.55		UNIFORMS
	670	5-840-2-64350						7.91		UNIFORMS
	600	5-810-2-64350						3.15		UNIFORMS
	610	5-815-2-64350						3.15		UNIFORMS
	810	5-899-2-64350						7.68		UNIFORMS
	001	5-299-2-64350						8.14		UNIFORMS

I 72347		SHOP TOWELS	AP		R	4/09/2017		27.50		27.50CR
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		G/L ACCOUNT						27.50		
	810	5-899-2-65070						27.50		SHOP TOWELS

		REG. CHECK						206.24		206.24CR 0.00
								206.24		0.00

01-1079 GLOBAL RENTAL CO INC

I 3142119		BUCKET TRUCK RENTAL	AP		R	3/10/2017		3,300.00		3,300.00CR
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		G/L ACCOUNT						3,300.00		
	001	5-221-2-64151						1,650.00		BUCKET TRUCK RENTAL
	630	5-820-2-64151						1,650.00		BUCKET TRUCK RENTAL

		REG. CHECK						3,300.00		3,300.00CR 0.00
								3,300.00		0.00

01-1115 H & H AUTO

I 34188		TIRE REPAIR #13	AP		R	4/09/2017		15.00		15.00CR
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		G/L ACCOUNT						15.00		
	810	5-899-2-63323						15.00		TIRE REPAIR #13

		REG. CHECK						15.00		15.00CR 0.00
								15.00		0.00

PACKET: 02452 Council Mtg 031317 AL

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-1114	H.D. CLINE COMPANY									
	I T125791	CLEVIS PIN #18	AP		R	3/10/2017		3.55	3.55CR	
		G/L ACCOUNT						3.55		
		810 5-899-2-63321	REPAIR PARTS					3.55	CLEVIS PIN #18	
			REG. CHECK					3.55	3.55CR	0.00
								3.55	0.00	

01-1335	IMAGE TREND INC									
	I 105336	ANNUAL SOFTWARE FEE	AP		R	3/10/2017		900.00	900.00CR	
		G/L ACCOUNT						900.00		
		001 5-160-2-64910	CONTRACT SERVICES					900.00	ANNUAL SOFTWARE FEE	
			REG. CHECK					900.00	900.00CR	0.00
								900.00	0.00	

01-1331	IMFOA									
	I 030817IMFOA	MEMBERSHIP	AP		R	4/09/2017		50.00	50.00CR	
		G/L ACCOUNT						50.00		
		835 5-899-1-62100	DUES/FEES					50.00	MEMBERSHIP	
			REG. CHECK					50.00	50.00CR	0.00
								50.00	0.00	

01-1289	INTEGRATED TECHNOLOGY PARTN									
	I 105810	INSPECT/VERIFY SERVICE	AP		R	3/10/2017		157.50	157.50CR	
		G/L ACCOUNT						157.50		
		810 5-899-2-63730	TELECOMMUNICATIONS EXPENSE					157.50	INSPECT/VERIFY SERVICE	
	I 105813	ADD USERS TO NETWORK	AP		R	3/10/2017		345.00	345.00CR	
		G/L ACCOUNT						345.00		
		001 5-110-2-64190	TECHNOLOGY					345.00	ADD USERS TO NETWORK	
	I 105814	HARD DISK FULL, CLEAR FILES	AP		R	3/10/2017		45.00	45.00CR	
		G/L ACCOUNT						45.00		
		001 5-110-2-64190	TECHNOLOGY					45.00	HARD DISK FULL, CLEAR FILES	
	I 105918	MONTHLY MAINTENANCE CHARGES	AP		R	3/10/2017		2,520.00	2,520.00CR	
		G/L ACCOUNT						2,520.00		
		001 5-110-2-64190	TECHNOLOGY					770.00	07/15 Managed network srvc	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
	001	5-150-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	001	5-160-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	001	5-465-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	001	5-525-2-64190	TECHNOLOGY			70.00	07/15	Managed network srvc		
	630	5-820-2-64190	TECHNOLOGY			350.00	07/15	Managed network srvc		
	640	5-825-2-64190	TECHNOLOGY			140.00	07/15	Managed network srvc		
	810	5-899-2-64190	TECHNOLOGY			210.00	07/15	Managed network srvc		
	835	5-899-2-64190	TECHNOLOGY			560.00	07/15	Managed network srvc		
I 105983		MARCH DATTO SERVICES	AP		R	3/10/2017		427.70	427.70CR	
		G/L ACCOUNT						427.70		
	835	5-899-2-64190	TECHNOLOGY			427.70		MARCH DATTO SERVICES		
				REG. CHECK				3,495.20	3,495.20CR	0.00
								3,495.20	0.00	
01-1270		IOWA ASSOCIATION OF								
I 14589		EIASSO DUES MAR-MAY	AP		R	4/09/2017		684.46	684.46CR	
		G/L ACCOUNT						684.46		
	001	5-299-2-65100	SAFETY			321.70		EIASSO DUES MAR-MAY		
	630	5-820-2-65100	SAFETY			273.78		EIASSO DUES MAR-MAY		
	640	5-825-2-65100	SAFETY			88.98		EIASSO DUES MAR-MAY		
I 14655		TRAINING	AP		R	4/09/2017		10.00	10.00CR	
		G/L ACCOUNT						10.00		
	630	5-820-1-62300	TRAINING			10.00		TRAINING		
I 14717		HANDBOOK, STANDARD BOOK	AP		R	4/09/2017		254.00	254.00CR	
		G/L ACCOUNT						254.00		
	630	5-820-1-62300	TRAINING			254.00		HANDBOOK, STANDARD BOOK		
I 3850		IAMU MEMBER DUES	AP		R	4/09/2017		7,328.00	7,328.00CR	
		G/L ACCOUNT						7,328.00		
	630	5-820-1-62100	DUES/FEES			4,425.00		IAMU MEMBER DUES		
	640	5-825-1-62100	DUES/FEES			2,903.00		IAMU MEMBER DUES		
I 3937		PIPELINE WELDER WORKSHOP	AP		R	4/09/2017		1,800.00	1,800.00CR	
		G/L ACCOUNT						1,800.00		
	640	5-825-1-62300	TRAINING			900.00		PIPELINE WELDER WORKSHOP		
	630	5-820-1-62300	TRAINING			900.00		PIPELINE WELDER WORKSHOP		
				REG. CHECK				10,076.46	10,076.46CR	0.00
								10,076.46	0.00	

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VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1306 IOWA DEPARTMENT OF PUBLIC H

I 2017IDPH		POOL & SLIDES ANNUAL REG	AP		R	4/09/2017		175.00	175.00CR	
		G/L ACCOUNT						175.00		
	001 5-465-2-64820	INSPECTION FEES					175.00	POOL & SLIDES ANNUAL REG		
								REG. CHECK	175.00	175.00CR
									175.00	0.00

01-1332 IOWA ONE CALL

I 100912		LOCATES	AP		R	4/09/2017		3.60	3.60CR	
		G/L ACCOUNT						3.60		
	600 5-810-2-65307	SERVICE LINES					1.20	LOCATES		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					1.20	LOCATES		
	640 5-825-2-65307	SERVICE LINES					1.20	LOCATES		
								REG. CHECK	3.60	3.60CR
									3.60	0.00

01-1375 IOWA PRISON INDUSTRIES

I 365167		19 AED'S	AP		R	4/09/2017		1,850.00	1,850.00CR	
		G/L ACCOUNT						1,850.00		
	001 5-160-2-65070	OPERATING SUPPLIES					292.11	19 AED'S		
	001 5-465-2-65070	OPERATING SUPPLIES					97.37	19 AED'S		
	630 5-820-2-65070	OPERATING SUPPLIES					584.22	19 AED'S		
	810 5-899-2-65070	OPERATING SUPPLIES					97.37	19 AED'S		
	001 5-150-2-65070	OPERATING SUPPLIES					584.22	19 AED'S		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					97.37	19 AED'S		
	001 5-410-2-65980	MISCELLANEOUS					97.34	19 AED'S		
								REG. CHECK	1,850.00	1,850.00CR
									1,850.00	0.00

01-1407 JAB INK DESIGN

I 2157		RECYCLE SIGN	AP		R	3/10/2017		245.00	245.00CR	
		G/L ACCOUNT						245.00		
	670 5-841-2-65070	OPERATING SUPPLIES					245.00	RECYCLE SIGN		
								REG. CHECK	245.00	245.00CR
									245.00	0.00

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1497 KRIS ENGINEERING INC

I 28130		SNOW PLOW PARTS #26	AP		R	3/10/2017		1,929.87	1,929.87CR	
		G/L ACCOUNT						1,929.87		
	810 5-899-2-63321	REPAIR PARTS					1,929.87	SNOW PLOW PARTS #26		
				REG. CHECK				1,929.87	1,929.87CR	0.00
								1,929.87	0.00	

01-1500 KUNDE OUTDOOR EQUIPMENT

I 10965		BAR OIL	AP		R	4/09/2017		54.23	54.23CR	
		G/L ACCOUNT						54.23		
	001 5-221-2-65070	OPERATING SUPPLIES					54.23	BAR OIL		
				REG. CHECK				54.23	54.23CR	0.00
								54.23	0.00	

01-2010 L L PELLING CO INC

I 120762		5.95 TN COLD MIX	AP		R	4/09/2017		642.60	642.60CR	
		G/L ACCOUNT						642.60		
	001 5-210-2-63992	MAINTENANCE SUPPLIES					642.60	5.95 TN COLD MIX		
				REG. CHECK				642.60	642.60CR	0.00
								642.60	0.00	

01-1536 LIBERTY COMMUNICATIONS

I 0317LC		SMART DOOR MONTHLY FEE	AP		R	3/10/2017		25.85	25.85CR	
		G/L ACCOUNT						25.85		
	001 5-160-2-64190	TECHNOLOGY					25.85	SMART DOOR MONTHLY FEE		
				REG. CHECK				25.85	25.85CR	0.00
								25.85	0.00	

01-1593 LYNCH DALLAS PC

I 140728		GENERAL MATTERS	AP		R	3/10/2017		568.00	568.00CR	
		G/L ACCOUNT						568.00		
	835 5-899-2-64110	LEGAL EXPENSE					568.00	GENERAL MATTERS		
I 140729		AMBULANCE	AP		R	3/10/2017		297.50	297.50CR	
		G/L ACCOUNT						297.50		
	001 5-160-2-64110	LEGAL EXPENSE					297.50	AMBULANCE		

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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 140730		ADMINISTRATION G/L ACCOUNT 835 5-899-2-64110	AP		R	3/10/2017		1,644.50 1,644.50 1,644.50	1,644.50CR	
		LEGAL EXPENSE						ADMINISTRATION		
I 140731		POLICE G/L ACCOUNT 001 5-110-2-64110	AP		R	3/10/2017		212.50 212.50 212.50	212.50CR	
		LEGAL EXPENSE						POLICE		
I 140732		NUISANCE/ENFORCEMENT G/L ACCOUNT 835 5-899-2-64110	AP		R	3/10/2017		1,337.50 1,337.50 1,337.50	1,337.50CR	
		LEGAL EXPENSE						NUISANCE/ENFORCEMENT		
		REG. CHECK						4,060.00 4,060.00	4,060.00CR 0.00	0.00

01-1640	MC CLURE ENGINEERING COMPAN									
I 14752		SANITARY COLL & SYS EVALUAT G/L ACCOUNT 740 5-865-2-64070	AP		R	3/10/2017		9,250.00 9,250.00 9,250.00	9,250.00CR	
		ENGINEERING						SANITARY COLL & SYS EVALUATION		
I 14753		ANALYSIS, FEASIBILITY STUD G/L ACCOUNT 610 5-815-2-64070	AP		R	3/10/2017		4,125.00 4,125.00 4,125.00	4,125.00CR	
		ENGINEERING						ANALYSIS, FEASIBILITY STUDY		
I 14757		AIRFIELD PAVEMENT MAINTENAN G/L ACCOUNT 660 5-835-2-64070	AP		R	3/10/2017		5,539.50 5,539.50 5,539.50	5,539.50CR	
		ENGINEERING						AIRFIELD PAVEMENT MAINTENANCE		
I 15088		SANITARY COLL & SYS EVALUAT G/L ACCOUNT 740 5-865-2-64070	AP		R	3/10/2017		4,062.50 4,062.50 4,062.50	4,062.50CR	
		ENGINEERING						SANITARY COLL & SYS EVALUATION		
I 15089		ANALYSIS, FEASIBILITY STUDY G/L ACCOUNT 610 5-815-2-64070	AP		R	3/10/2017		1,950.00 1,950.00 1,950.00	1,950.00CR	
		ENGINEERING						ANALYSIS, FEASIBILITY STUDY		
I 15108		AIRFIELD PAVEMENT MAINTENAN G/L ACCOUNT 660 5-835-2-64070	AP		R	3/10/2017		11,992.50 11,992.50 11,992.50	11,992.50CR	
		ENGINEERING						AIRFIELD PAVEMENT MAINTENANCE		
		REG. CHECK						36,919.50 36,919.50	36,919.50CR 0.00	0.00

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1639 MCMaster-CARR SUPPLY COMPAN

I 16475514		ANTI-SLIP GRATING	AP		R	3/10/2017		149.28	149.28CR	
		G/L ACCOUNT						149.28		
	630 5-820-2-63500	OPERATIONAL EQUIPT MAINT & REP				149.28		ANTI-SLIP GRATING		
				REG. CHECK				149.28	149.28CR	0.00
								149.28	0.00	

01-1728 MIDWEST BREATHING AIR LLC

I 20940		NFPA QUARTERLY AIR TEST	AP		R	4/09/2017		158.70	158.70CR	
		G/L ACCOUNT						158.70		
	001 5-150-2-63500	OPERATIONAL EQUIPT MAINT & REP				158.70		NFPA QUARTERLY AIR TEST		
				REG. CHECK				158.70	158.70CR	0.00
								158.70	0.00	

01-1734 MIDWEST SAFETY COUNSELORS I

I 0049710		INSTRUMENT CALIBRATION	AP		R	3/10/2017		60.00	60.00CR	
		G/L ACCOUNT						60.00		
	001 5-290-2-63500	OPERATIONAL EQUIPT MAINT & REP				60.00		INSTRUMENT CALIBRATION		
				REG. CHECK				60.00	60.00CR	0.00
								60.00	0.00	

01-1748 MITCHELL 1

I IB19871130		MONTHLY WEB SUBSCRIPTIONS	AP		R	3/10/2017		237.71	237.71CR	
		G/L ACCOUNT						237.71		
	810 5-899-2-65070	OPERATING SUPPLIES				237.71		MONTHLY WEB SUBSCRIPTIONS		
				REG. CHECK				237.71	237.71CR	0.00
								237.71	0.00	

01-1876 NEWCOM TECHNOLOGIES INC

I 47294		ESRI LICENSE	AP		R	3/10/2017		1,500.00	1,500.00CR	
		G/L ACCOUNT						1,500.00		
	600 5-810-2-64190	TECHNOLOGY				300.00		ESRI LICENSE		
	630 5-820-2-64190	TECHNOLOGY				300.00		ESRI LICENSE		
	640 5-825-2-64190	TECHNOLOGY				300.00		ESRI LICENSE		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
	001 5-290-2-64190	TECHNOLOGY				300.00		ESRI LICENSE		
	001 5-291-2-64190	TECHNOLOGY				300.00		ESRI LICENSE		
				REG. CHECK				1,500.00	1,500.00CR	0.00
								1,500.00	0.00	

01-1886 NILES CHIROPRACTIC

I 021417NCC	PRE-EMPLOYMENT SCREENING	AP		R	4/09/2017	75.00		75.00CR		
	G/L ACCOUNT					75.00				
	001 5-110-2-64121	HEALTH SERVICES				75.00		PRE-EMPLOYMENT SCREENING		
				REG. CHECK				75.00	75.00CR	0.00
								75.00	0.00	

01-1914 OFFICE EXPRESS

I 0590810-001	OFFICE SUPPLIES	AP		R	3/10/2017	103.59		103.59CR		
	G/L ACCOUNT					103.59				
	001 5-525-2-65060	OFFICE SUPPLIES				84.98		OFFICE SUPPLIES		
	835 5-899-2-65060	OFFICE SUPPLIES				18.61		OFFICE SUPPLIES		
				REG. CHECK				103.59	103.59CR	0.00
								103.59	0.00	

01-2019 PEPSI-COLA

I 23885608	DRINK ORDER	AP		R	3/10/2017	188.17		188.17CR		
	G/L ACCOUNT					188.17				
	001 5-465-2-65031	CONCESSIONS				188.17		DRINK ORDER		
				REG. CHECK				188.17	188.17CR	0.00
								188.17	0.00	

01-2044 PITNEY BOWES INC

I 1003226375	RENTAL CHARGES	AP		R	4/09/2017	290.00		290.00CR		
	G/L ACCOUNT					290.00				
	835 5-899-2-65080	POSTAGE/SHIPPING				290.00		RENTAL CHARGES		
				REG. CHECK				290.00	290.00CR	0.00
								290.00	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2048 POOL TECH MIDWEST INC

I 0227000-IN		CHEMICALS	AP		R	4/09/2017		67.90	67.90CR	
		G/L ACCOUNT						67.90		
	001 5-465-2-65010	CHEMICALS					67.90	CHEMICALS		
				REG. CHECK				67.90	67.90CR	0.00
								67.90	0.00	

01-2057 PRAXAIR DISTRIBUTION INC

I 76242194		OXYGEN	AP		R	4/09/2017		41.94	41.94CR	
		G/L ACCOUNT						41.94		
	001 5-160-2-65070	OPERATING SUPPLIES					41.94	OXYGEN		
				REG. CHECK				41.94	41.94CR	0.00
								41.94	0.00	

01-2102 PC SYTEMS INC

I 17127		ANNUAL SOFTWARE SUPPORT RNW AP			R	3/10/2017		1,350.00	1,350.00CR	
		G/L ACCOUNT						1,350.00		
	001 5-465-3-67272	SOFTWARE					1,350.00	ANNUAL SOFTWARE SUPPORT RNWL		
				REG. CHECK				1,350.00	1,350.00CR	0.00
								1,350.00	0.00	

01-2106 RECREATION SUPPLY COMPANY

I 311644		FIBERGLASS GRATING FOR POOL AP			R	4/09/2017		1,643.61	1,643.61CR	
		G/L ACCOUNT						1,643.61		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR					1,643.61	FIBERGLASS GRATING FOR POOLS		
				REG. CHECK				1,643.61	1,643.61CR	0.00
								1,643.61	0.00	

01-1 SENSIT TECH

I 0236960-IN		OPERATING SUPPLIES	AP		R	3/10/2017		220.59	220.59CR	
		G/L ACCOUNT						220.59		
	640 5-825-2-65070	OPERATING SUPPLIES					220.59	SENSIT TECH:OPERATING SUPPLIES		
				REG. CHECK				220.59	220.59CR	0.00
								220.59	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2199 SHERMCO INDUSTRIES INC

I 17-01186		ARC FLASH STUDY	AP		R	3/10/2017		400.00	400.00CR	
		G/L ACCOUNT						400.00		
		630 5-821-2-64070	ENGINEERING				400.00	ARC FLASH STUDY		
								REG. CHECK	400.00CR	0.00
								400.00	0.00	

01-2232 SPAHN & ROSE LUMBER CO

I 201703105508		BLDG MAINT SUPPLIES	AP		R	4/09/2017		32.98	32.98CR	
		G/L ACCOUNT						32.98		
		630 5-820-2-63100	BUILDING MAINTENANCE & REPAIR				32.98	BLDG MAINT SUPPLIES		
I 201703105509		OPERATING SUPPLIES	AP		R	4/09/2017		13.55	13.55CR	
		G/L ACCOUNT						13.55		
		600 5-810-2-65070	OPERATING SUPPLIES				13.55	OPERATING SUPPLIES		
I 201703105510		SIDEWALK SUPPLIES	AP		R	4/09/2017		26.45	26.45CR	
		G/L ACCOUNT						26.45		
		001 5-212-2-65070	OPERATING SUPPLIES				26.45	SIDEWALK SUPPLIES		
I 201703105511		BLDG MAINT SUPPLIES	AP		R	4/09/2017		10.26	10.26CR	
		G/L ACCOUNT						10.26		
		640 5-825-2-63100	BUILDING MAINTENANCE & REPAIR				10.26	BLDG MAINT SUPPLIES		
I 201703105512		OPERATING SUPPLIES	AP		R	4/09/2017		43.10	43.10CR	
		G/L ACCOUNT						43.10		
		001 5-280-2-65070	OPERATING SUPPLIES				43.10	OPERATING SUPPLIES		
								REG. CHECK	126.34CR	0.00
								126.34	0.00	

01-2235 SPINUTECH INC

I 26589		MARCH EMAIL MARKETING	AP		R	3/10/2017		25.00	25.00CR	
		G/L ACCOUNT						25.00		
		001 5-525-2-64020	ADVERTISING				25.00	MARCH EMAIL MARKETING		
								REG. CHECK	25.00CR	0.00
								25.00	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1239 STATE HYGIENIC LABORATORY

I 105156		POOL TESTING	AP		R	4/09/2017		12.50	12.50CR	
		G/L ACCOUNT						12.50		
	001 5-465-2-64121	HEALTH SERVICES					12.50	POOL TESTING		
I 105157		WATER TESTING	AP		R	4/09/2017		57.00	57.00CR	
		G/L ACCOUNT						57.00		
	600 5-810-2-64121	HEALTH SERVICES					57.00	WATER TESTING		
		REG. CHECK						69.50	69.50CR	0.00
								69.50	0.00	

01-2317 T & M CLOTHING CO.

I 1678		UNIFORM/EQUIPMENT	AP		R	4/09/2017		288.00	288.00CR	
		G/L ACCOUNT						288.00		
	001 5-110-2-64350	UNIFORMS/EQUIPMENT					288.00	UNIFORM/EQUIPMENT		
I 1681		3 SHIRTS STUDENT AMBASSADOR	AP		R	4/09/2017		42.00	42.00CR	
		G/L ACCOUNT						42.00		
	001 5-525-2-65980	MISCELLANEOUS					42.00	3 SHIRTS STUDENT AMBASSADORS		
I 1688		40 SOCCER BALLS & 8 BAGS	AP		R	4/09/2017		852.00	852.00CR	
		G/L ACCOUNT						852.00		
	001 5-446-2-65070	OPERATING SUPPLIES					852.00	40 SOCCER BALLS & 8 BAGS		
		REG. CHECK						1,182.00	1,182.00CR	0.00
								1,182.00	0.00	

01-2340 TERRY DURIN COMPANY

I 341759		50 LED PHOTOCELLS	AP		R	4/09/2017		875.00	875.00CR	
		G/L ACCOUNT						875.00		
	630 5-820-2-65303	STREET LIGHTS					875.00	50 LED PHOTOCELLS		
		REG. CHECK						875.00	875.00CR	0.00
								875.00	0.00	

01-1071 THE GAZETTE

I 03032017		BUDGET PUBLICATION	AP		R	4/09/2017		117.14	117.14CR	
		G/L ACCOUNT						117.14		
	835 5-899-2-64140	PRINTING & PUBLISHING					117.14	BUDGET PUBLICATION		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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				REG. CHECK				117.14	117.14CR	0.00
								117.14	0.00	

01-2152 THOMPSON TRUCK & TRAILER

C	X101061777:01	REPAIR PARTS #30	AP		R	3/10/2017		175.84CR	175.84	
		G/L ACCOUNT						175.84CR		
	810 5-899-2-63321	REPAIR PARTS						175.84CR	REPAIR PARTS #30	
I	X101061259:01	REPAIR PARTS #30	AP		R	3/10/2017		390.98	390.98CR	
		G/L ACCOUNT						390.98		
	810 5-899-2-63321	REPAIR PARTS						390.98	REPAIR PARTS #30	
I	X101061497:01	REPAIR PART #30	AP		R	3/10/2017		50.55	50.55CR	
		G/L ACCOUNT						50.55		
	810 5-899-2-63321	REPAIR PARTS						50.55	REPAIR PART #30	
I	X101061517:01	REPAIR PART #30	AP		R	3/10/2017		66.84	66.84CR	
		G/L ACCOUNT						66.84		
	810 5-899-2-63321	REPAIR PARTS						66.84	REPAIR PART #30	
				REG. CHECK				332.53	332.53CR	0.00
								332.53	0.00	

01-2400 TIPTON CONSERVATIVE

I	0217TCA	REC, FAC, RED CROSS, MINUTE AP			R	4/09/2017		497.04	497.04CR	
		G/L ACCOUNT						497.04		
	001 5-465-2-64020	ADVERTISING					10.00	REC, FAC, RED CROSS, MINUTES		
	001 5-446-2-64020	ADVERTISING					10.00	REC, FAC, RED CROSS, MINUTES		
	001 5-445-2-64020	ADVERTISING					10.00	REC, FAC, RED CROSS, MINUTES		
	835 5-899-2-64140	PRINTING & PUBLISHING					467.04	REC, FAC, RED CROSS, MINUTES		
				REG. CHECK				497.04	497.04CR	0.00
								497.04	0.00	

01-2410 TIPTON ELECTRIC MOTORS

I	281261	POWER WASH NOZZLE HEAD	AP		R	4/09/2017		16.16	16.16CR	
		G/L ACCOUNT						16.16		
	001 5-150-2-65070	OPERATING SUPPLIES					16.16	POWER WASH NOZZLE HEAD		
				REG. CHECK				16.16	16.16CR	0.00
								16.16	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2474 TOYNE INC

I 4375		COOLANT OVERFLOW CAP	AP		R	3/10/2017		29.32	29.32CR	
		G/L ACCOUNT						29.32		
	810 5-899-2-63321	REPAIR PARTS					29.32	COOLANT OVERFLOW CAP		
				REG. CHECK				29.32	29.32CR	0.00
								29.32	0.00	

01-2501 TRANS IOWA EQUIPMENT

C P00459		REPAIR PARTS #30	AP		R	3/10/2017		581.75CR	581.75	
		G/L ACCOUNT						581.75CR		
	810 5-899-2-63321	REPAIR PARTS					581.75CR	REPAIR PARTS #30		
I W00174		GARBAGE TRUCK REPAIRS	AP		R	3/10/2017		7,614.26	7,614.26CR	
		G/L ACCOUNT						7,614.26		
	810 5-899-2-63321	REPAIR PARTS					7,614.26	GARBAGE TRUCK REPAIRS		
				REG. CHECK				7,032.51	7,032.51CR	0.00
								7,032.51	0.00	

01-2574 WALMART COMMUNITY

I 1885		BLDG MAINT SUPPLIES	AP		R	4/09/2017		38.55	38.55CR	
		G/L ACCOUNT						38.55		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR					38.55	BLDG MAINT SUPPLIES		
I 3969		BLDG MAINT SUPPLIES	AP		R	4/09/2017		77.56	77.56CR	
		G/L ACCOUNT						77.56		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR					77.56	BLDG MAINT SUPPLIES		
I 4370		MISC SUPPLIES	AP		R	4/09/2017		20.36	20.36CR	
		G/L ACCOUNT						20.36		
	835 5-899-2-65980	MISCELLANEOUS					20.36	MISC SUPPLIES		
I 5769		BLDG MAINT SUPPLIES	AP		R	4/09/2017		7.68	7.68CR	
		G/L ACCOUNT						7.68		
	001 5-525-2-63100	BUILDING MAINTENANCE & REPAIR					7.68	BLDG MAINT SUPPLIES		
I 6531		BLDG MAINT SUPPLIES	AP		R	4/09/2017		25.15	25.15CR	
		G/L ACCOUNT						25.15		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR					25.15	BLDG MAINT SUPPLIES		
I 8027		BLDG MAINT SUPPLIES	AP		R	4/09/2017		83.72	83.72CR	
		G/L ACCOUNT						83.72		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR					83.72	BLDG MAINT SUPPLIES		

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
				REG. CHECK				253.02	253.02CR	0.00
								253.02	0.00	

01-2640	WENDLING QUARRIES INC									
I 670740	91.82	TN ROAD STONE	AP		R	4/09/2017		886.05	886.05CR	
		G/L ACCOUNT						886.05		
	600 5-810-2-65308	MAINS					886.05	91.82	TN ROAD STONE	
I 671353	59.25	TN ROAD STONE	AP		R	4/09/2017		616.19	616.19CR	
		G/L ACCOUNT						616.19		
	001 5-210-2-65070	OPERATING SUPPLIES					616.19	59.25	TN ROAD STONE	
				REG. CHECK				1,502.24	1,502.24CR	0.00
								1,502.24	0.00	

01-2700	XEROX CORPORATION									
I 088225944		BASE & COPY CHARGES	AP		R	4/09/2017		1,601.59	1,601.59CR	
		G/L ACCOUNT						1,601.59		
	835 5-899-2-65070	OPERATING SUPPLIES					865.50		BASE & COPY CHARGES	
	835 5-899-2-64151	COMMERCIAL EQPT RENTAL & LEASE					736.09		BASE & COPY CHARGES	
				REG. CHECK				1,601.59	1,601.59CR	0.00
								1,601.59	0.00	

PACKET: 02452 Council Mtg 031317 AL

VENDOR SET: 01

----- R E P O R T T O T A L S -----

F U N D D I S T R I B U T I O N

FUND NO#	FUND NAME	AMOUNT
001	GENERAL GOVERNMENT	21,297.70CR
600	WATER OPERATING	1,267.25CR
610	WASTEWATER/AKA SEWER REVE	6,286.10CR
630	ELECTRIC OPERATING	17,242.61CR
640	GAS OPERATING	4,694.02CR
660	AIRPORT OPERATING	17,532.00CR
670	GARBAGE COLLECTION	3,931.23CR
740	STORM WATER	13,312.50CR
810	CENTRAL GARAGE	13,402.91CR
835	ADMINISTRATIVE SERVICES	7,575.64CR
** TOTALS **		106,541.96CR

----- TYPE OF CHECK TOTALS -----

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
		0.00	0.00	
DRAFTS		0.00	0.00	0.00
		0.00	0.00	
REG-CHECKS		106,541.96	106,541.96CR	0.00
		106,541.96	0.00	
EFT		0.00	0.00	0.00
		0.00	0.00	
NON-CHECKS		0.00	0.00	0.00
		0.00	0.00	
ALL CHECKS		106,541.96	106,541.96CR	0.00
		106,541.96	0.00	

TOTAL CHECKS TO PRINT: 71

ERRORS: 0 WARMINGS: 0

City Credit Card Statement	Card Ttl	5,734.27
City Card - Check out card		
Operating Supplies - Intoximeters, Alcopro	259.27	
Misc Supplies - Fire Rescue Fitness	19.99	
Office Supplies - Amazon	59.95	
Uniform Apparel - Galls	28.00	
Total Charges		367.21
Ambulance - One Card		
Office Supplies - Officemax/Office Depot	21.39	
Training Supplies - National Registry EMT	560.00	
Total Charges		581.39
Public Works - One Card		
Operating Supplies - Carroll Distributing	150.00	
Bldg Maint Supplies - Amazon	414.00	
Office Supplies - Walmart	40.63	
Operating Supplies - Amazon	16.08	
Repair Parts - Autozone	53.49	
Small Tools - Paypal	145.00	
Total Charges		819.20
Gas - One Card		
Small Tools - Paypal	119.99	
Safety Supplies - Amazon	152.98	
Service Lines Supplies - Paypal	50.85	
Equipment Maint/Rpr Supp - Paypal, Amazon	86.15	
		409.97
Electric - One Card		
Misc Supplies - Walmart	33.29	
Safety Supplies - National Fire Protection Association	81.45	
Travel Training - Chili's, McDonald's, Bennigans, HuHot, Holiday Inn	482.81	
Total Charges		597.55
Library - One Card		
Postage/Shipping - USPS	151.37	
Office Supplies - Demco, Walmart, Better Containers	213.99	
Materials - Amazon	847.58	
Program Supplies - Walmart, Family Foods, Upstart	469.16	
Bldg Maint Supplies - Walmart	17.16	
Training - Iowa Library Association	120.00	
Tech Services - Microsoft	99.99	
Total Charges		1,919.25
JKFAC/Recreation - One Card		
Equipment Maint/Rpr Supp - Motion Technology	57.65	
Operating Supplies - Walmart	34.15	
Operating Supplies - Adolph Kiefer	292.19	
Operating Supplies - Global Industries, Grainger, Walmart	583.72	
Total Charges		967.71
Finance Director - One Card		
Office Supplies - Staples	14.00	
	14.00	

	14.00	
	14.00	
	13.99	
Total Charges		69.99
Economic Dev Director - One Card		
Travel Training - Cedar Rapids Parking	2.00	
Total Charges		2.00
Statement Total		5,734.27

NOTICE OF PUBLIC HEARING

The City Council of Tipton, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for “**Park Improvements – Tipton, Iowa – 2017**” and as described in detail in the Plans and Specifications for said materials now on file in the office of the City Clerk.

The public hearing will be held at 5:30 P.M. on March 27, 2017, at the Tipton Fire Station, 301 Lynn Street, Tipton, Iowa. The City of Tipton reserves the right to reject any and all bids. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of contract, and the estimate of cost for the project.

CITY OF TIPTON, IOWA

By: Bryan Carney
Mayor

ATTEST:

Lorna Fletcher
City Clerk

NOTICE OF BID LETTING

PARK IMPROVEMENTS TIPTON, IOWA 2017

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvements as stated below must be filed before March 16, 2017 at 1:30 P.M., in the office of the City Clerk, City Hall, 407 Lynn Street, Tipton, IA 52772.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids read at 1:30 P.M. on March 16th, 2017, in the office of the City Clerk, Tipton City Hall, 407 Lynn Street, Tipton, IA 52772. At its meeting on March 27, 2017 at 5:30 P.M. at the Fire Station, 301 Lynn Street, The City of Tipton will consider the bids and reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the improvement shall commence on June 1, 2017 and shall be completed as stated below.

Bid Security. Each bidder shall accompany its bid with bid security as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of contract a corporate surety bond, in form acceptable to the City, for the faithful performance of the contract, in an amount equal to one hundred percent of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check, a certified check, or a bank money order drawn on a FDIC insured bank in Iowa or on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond on the form provided in the contract documents with corporate surety satisfactory to the City. The bid shall contain no condition except as provided in the specifications.

Contract Documents. Paper copies of bid forms, plans and specifications may be obtained from Garden & Associates, Ltd., P.O. Box 451, 1701 3rd Avenue East, Suite 1, Oskaloosa, IA 52577 upon deposit of \$50.00. A refund of \$50.00 for plans and specifications will be made to those returning them in good condition within fourteen (14) days after the Notice of Award.

Electronic project documents are available at no cost at www.gardenassociates.net by clicking the "Bid Documents" link and choosing the PARK IMPROVEMENTS – TIPTON, IA project on the left. Project information, engineer's cost opinion, and plan holder information is also available at this website. Plan downloads require the user to register for a free membership at QuestCDN.com. **Download delivery fee is \$0.00.**

Preference of Products and Labor. Preference shall be given to domestic construction materials by the contractor, subcontractors, materialmen, and suppliers in performance of the contract and, further, by virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

General Nature of Improvement. The work generally consists of the following:

Excavation, Class 10 90 - CY; Subbase, Granular - 249 SY; Storm Sewer, Trenched, RCP, 12" - 8 LF; Subdrain, PVC, 4" - 220 LF; Subdrain, PVC, 8" (Area Drain Outlet) - 45 LF; Intake Type SW-513, 3'x3' - 1 EA; Intake Type SW-512 - 1 EA; Pavement, PCC, 6" Thick - 245 SY; Removal of Sidewalk - 178 SY; Sidewalk, PCC, 4" Thick - 4 SY; Sidewalk, PCC, 5" Thick - 220 SY; Driveway, Granular - 25; Conventional Seeding Fertilizing and Mulching - 1 LS; Gate, Chain Link, 4' Wide x 7' High - 1 EA; Modular Block Retaining Wall - 115 SF; Mobilization - 1 LS; Painted Pavement Marking, Solvent/Waterborne - 2.5 STA; Painted Symbols and Legends - 3 EA; Aluminum Handrail - 1 LS.

Building materials, supplies, and equipment incorporated into said improvement are exempt from Iowa Department of Revenue and Finance sales tax and any applicable local option sales tax and school infrastructure local option sales tax pursuant to Iowa Code Sections: 422.42 (15) & (16), and 422.47 (5). Bidder shall not include payment of Iowa sales tax in Bid. "Jurisdiction" will provide Purchasing Agent Authorization Letter and Designated Exempt Entity Iowa Construction Sales Tax Exemption Certificate. Contractor will coordinate sales tax exempt purchases with subcontractors and material and equipment suppliers. Contractor will maintain records identifying the materials purchased sales tax exempt and will maintain records verifying the use of said materials on said improvement.

Payment to the Contractor for said improvements will be made in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the contract value of the work completed during the preceding calendar month. Such monthly payment will in no way be construed as an act of acceptance for any part of the work partially or totally.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Final payment to the Contractor will be made no earlier than thirty (30) days from and after final acceptance of the work by the "Jurisdiction". Before final payment is made, the Contractor shall file with the "Jurisdiction" lien waivers from material suppliers and/or subcontractors showing that they were paid in full for materials supplied and/or work performed on the project.

Liquidated damages in the amount of **Six Hundred Dollars (\$600.00)** per consecutive working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period with due allowance for extension of contract period due to conditions beyond the control of the Contractor.

Successful Bidder will be required to furnish Performance, Payment and Maintenance Bond acceptable to the City of Tipton on the form provided in the specifications in amounts equal to one hundred percent (100%) of the contract price.

Award of the contract will be to the lowest responsible bidder submitting the lowest acceptable bid for the alternate selected by the City. The City of Tipton hereby reserves the right to reject any or all bids, to waive informalities and irregularities and to enter into such contract as it may deem to be for the best interest of the City of Tipton. Only one contract will be awarded for project.

The contract shall be fully completed and ready for final payment within **30 working days** from written Notice to Proceed, which will not be issued until June 1, 2017.

This Notice is given by authority of the City of Tipton, Iowa.

Bryan Carney, Mayor
City of Tipton, Iowa

AGENDA ITEM L - 3

AGENDA INFORMATION TIPTON CITY COUNCIL COMMUNICATION

DATE:	March 13 th 2017
AGENDA ITEM:	DIGGER DERRICK PURCHASE
ACTION:	Council Consideration, Roll Call Vote to Approve, Table, or Deny

SYNOPSIS: The Electric Utility Department is in need of a newer digger derrick truck. We have looked over 4 trucks from 2 manufacturers (Altec, 3 and Terex, 1). After review this with the Equipment Committee, we recommend moving forward with the purchase of a 2015 Freightliner with an Altec DM 47B unit. This unit, new, would cost over \$200,000.00 dollars; we can buy this 2-year-old Demo unit for \$138,000.00 plus \$9,660 in sales tax (including \$1,380 in LOST taxes) for a total of \$147,660.00. This is slightly more than the \$140,000.00 we set as a limit. There are limited numbers of these demonstrator trucks remaining available at this time of year, and the Department's current truck has become failure-prone at critical moments.

These trucks are extremely important to the electric utility, in that it's the only one, and is vital in setting poles and being available at the drop of a hat. The current truck is approximately 23 years old; due to numerous hydraulic failures and age of the chassis it is proving to be unreliable in service and troublesome in finding replacement parts.

Klay has done an excellent job in keeping her going, but we all agree it is time to replace the truck. The new unit will have a bucket attachment and pole rack so we can start using it right away.

I have attached pictures of the old unit we are replacing, and the new unit we would like to purchase. I will also have them both at the meeting on the 13th for you to view.

BUDGET ITEM: Amend FY 2017 Budget at year end for Electric Capital Equipment from the City Garage Fund. Funds are available and in reserve in Central Garage

RESPONSIBLE DEPARTMENT: Electric

MAYOR/COUNCIL ACTION: Consideration of this request, motion, second and roll call vote to approve, table, or deny.

ATTACHMENTS: Pictures

PREPARED BY: Floyd Taber

DATE PREPARED: 3/7/17

Tim Long

To: Amy Lenz
Subject: FW: Digger

From: Kolby.OBrien@altec.com [mailto:Kolby.OBrien@altec.com]
Sent: Wednesday, February 22, 2017 10:32 AM
To: Floyd Taber <ftaber@tiptoniowa.org>
Subject: Re: Digger

Floyd,

I hope that you're doing well. I have the price on it as it sits, \$138,900 delivered to you. It does have the same radio controls and lower controls. It has a T-box body and it's a 2015 automatic Freightliner with roughly, 20,000 miles. I'm still trying to get pictures but it's on demo in Ohio right now.

The price doesn't include bin lighting, go lights, inverter, etc.

Please let me know if you have any further questions.

Sincerely,

Sent from my iPhone
Kolby O'Brien
Account Manager
515-310-0550



Memorandum

From: Interim City Manager Tim Long

To: Mayor Carney
City Council members

February 22, 2017

Re: Acknowledgement and Pay Increase, Lorna Fletcher

Summary

Lorna Fletcher has taken the responsibility for managing the City's Finances for over twenty years, and could always be counted upon to complete and maintain the City's budget and related financial documents, to keep vendors properly paid, and coordinate her work with the City's auditor. In 2015, the City Council approved a comprehensive wage study, the Verisight Survey, to provide for a market-based rationale for establishing wages for all positions. One of the goals was to advance the wages of those personnel who were paid below the median wage with additional increases over time until their wages were at the median.

Lorna was one of those personnel whose wage was below the median established by the Verisight Survey. In fact, it was significantly below the Survey midpoint: Lorna's 2016-17 salary is \$60,852, as compared to the 2015 midpoint of \$66,900. Adjusting the 2015 midpoint to 2017 by 2% per year yields a midpoint value of \$69,603. It would take over five years for her salary to catch up to that midpoint if it was never adjusted.

Lorna never speaks of this differential. I will. In acknowledgment of her steady work, keeping everything afloat in what are often trying circumstances, I recommend Council consideration of an immediate adjustment of her salary to \$69,603 to her final payment for hours worked and accrued, unused paid time off, including such back pay to January 1, 2017.

City of Tipton

Market Pricing - Salary Range Positioning

Job Title	Sugg Grade	Suggested Range - Base Salary					Suggested Range	Current Base	Current Quarter
		Min	1st/2nd	Mid	3rd/4th	Max			
Non-Exempt Positions									
Patrol Officer	P02	\$18,41	\$19,79	\$21,17	\$22,55	\$23,93	30.0%	\$20,34	2
Police Officer/K-9 Handler	P03	\$20,06	\$21,57	\$23,07	\$24,57	\$26,08	30.0%	\$21,92	2
Police Officer/Investigator	P03	\$20,06	\$21,57	\$23,07	\$24,57	\$26,08	30.0%	\$22,45	2
Senior Police Officer	P04	\$21,34	\$23,48	\$25,61	\$27,74	\$29,88	40.0%	*	*
Police Sergeant	P05	\$23,69	\$26,06	\$28,43	\$30,80	\$33,17	40.0%	\$26,59	2
Exempt Positions									
Ambulance Director	A6	\$36,700	\$42,600	\$46,400	\$50,300	\$54,100	40.0%	\$41,988	1
Aquatic Center Supervisor	A2	\$27,100	\$29,200	\$31,200	\$33,300	\$35,300	30.0%	*	*
Chief of Police	A10	\$61,500	\$69,200	\$76,900	\$84,600	\$92,300	50.0%	\$84,971	1
City Clerk	A6	\$38,700	\$42,600	\$46,400	\$50,300	\$54,100	40.0%	\$42,043	1
City Manager	A11	\$68,000	\$78,200	\$88,400	\$98,600	\$108,800	60.0%	\$82,389	2
Director of Public Works	A8	\$49,300	\$54,300	\$59,200	\$64,200	\$69,100	40.0%	\$59,481	3
Economic Development Director	A6	\$38,700	\$42,600	\$46,400	\$50,300	\$54,100	40.0%	\$47,291	3
Electric Superintendent	A9	\$53,500	\$60,200	\$66,900	\$73,600	\$80,300	50.0%	\$68,951	3
Finance Director	A9	\$53,500	\$60,200	\$66,900	\$73,600	\$80,300	50.0%	\$53,741	1
Gas Superintendent	A9	\$53,500	\$60,200	\$66,900	\$73,600	\$80,300	50.0%	\$60,484	2
Parks & Recreation Director	A6	\$38,700	\$42,600	\$46,400	\$50,300	\$54,100	40.0%	\$44,258	2
Wastewater Plant Superintendent	A8	\$49,300	\$54,300	\$59,200	\$64,200	\$69,100	40.0%	\$54,470	2
Water/Wastewater Superintendent	A8	\$49,300	\$54,300	\$59,200	\$64,200	\$69,100	40.0%	*	*

AGENDA ITEM L - 5

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	March 13, 2017
AGENDA ITEM:	Set Public Hearing Date for Cedar Street Water Main Replacement
ACTION:	Motion, Second and Roll Call Vote to Set Hearing Date

SYNOPSIS:

In order to advertise for bid for the replacement of this failing length of water main, the Council needs to authorize the public hearing for the April 3, 2017 meeting

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Water Department

MAYOR/COUNCIL ACTION: Motion, second and roll call vote to approve setting a public hearing for April 3, 2017.

ATTACHMENTS: None

PREPARED BY: Jack Pope, Garden Associates/tdl

DATE PREPARED: 03/09/17

February 23, 2017

Tim Long, Interim City Manager
City of Tipton
407 Lynn Street
Tipton, Iowa 52772

Re: Water Main Replacement
Cedar Street Water Main Replacement
Tipton, Iowa
G&A 4013337

Dear Tim:

Enclosed herewith are the following items for the referenced project:

- 1) Engineer's Opinion of Probable Cost for the project in the amount of \$53,080.00.
- 2) IDNR Construction Permit Schedule requiring your signature where noted. Please return to our office.
- 3) IDOT Utility Permit requiring your signature in two locations. Please return to our office.
- 4) Preliminary copy of the plan sheet for the improvement. I have also emailed a copy to Steve Nash.

I am thinking of the following schedule for the project.

- 1) Council authorize taking of bids at meeting on March 13, 2017.
- 2) Set bid date for March 30, 2017 at 1:30 PM
- 3) Award and consider bids on April 3, 2017 at 5:00 PM

Please review and contact me at 641-672-2526 with any questions. Upon return of the signed permit, we will forward to the IDOT and IDNR for a Construction Permit. Let me know if you would like to propose a different schedule.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Jack Pope, P.E.

Enclosures

JP/al

AGENDA ITEM L - 6

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: 3/8/2017
AGENDA ITEM: 8 Flower Pots for Downtown
ACTION: Motion to approve, table or deny

SYNOPSIS: The Chamber would like to purchase from Dan Roberts 8 cement flower pots to be placed downtown d/t the destruction of the clay flower pots.

The Chamber will choose a style and would like the cement to be colored. Example of possible flower pots.



BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

MAYOR/COUNCIL ACTION: Motion to approve, deny or table

ATTACHMENTS: None

PREPARED BY: Linda Beck

DATE PREPARED: 3/8/2017

AGENDA ITEM L - 7

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	3/8/2017
AGENDA ITEM:	Possible office space for Development Director
ACTION:	Approve, deny or table

SYNOPSIS: Office for Development Director

Current office square footage approximately 1,000. Current rent: \$510.00/month plus utilities. I would arrange tours in the three buildings listed below for the council and mayor. 2 council members per tour and one council member and the mayor for a total of 3 tours if interested.

1. Kevin Kofron - 313 Cedar Street: Approximately 1950 square feet – 10-year lease with a possible balloon after 5 years. Monthly proposed rent to be \$850.00 - \$900.00 per month depending if he can obtain partial funding for remodeling from Tipton's DRIP program. Plus, Utilities
2. NBC Properties – 513 Cedar Street: Approximately 2000 square feet – 10-year lease. Monthly rent to be \$675.00. Plus, utilities
3. Marcia Meyers – 417 Cedar Street: Approximately 575 square feet (30 square feet is storage) in the front office and 2nd office is 440 square feet (6 square feet is storage) – 1 year lease and would renew automatically. \$500.00 per month. Two rooms upstairs for storage for additional \$50.00 per month (unsure of the square footage of storage rooms). Plus, utilities.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

MAYOR/COUNCIL ACTION: Move to approve, deny or table

ATTACHMENTS: None

PREPARED BY: Linda Beck

DATE PREPARED: 3/8/17

AGENDA ITEM L - 8

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	3/7/2017
AGENDA ITEM:	Economic Development Office
ACTION:	Motion and Roll Call Vote to Approve, Table or Deny

SYNOPSIS: Economic Development Office
Would encourage to table for further investigation/discussion

BUDGET ITEM:

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

MAYOR/COUNCIL ACTION: Motion to approve, table or deny

ATTACHMENTS: #1 Opinion of Construction Costs in the amount of \$146,722.00 (doesn't include mold removal in basement), #2 Floor Plan – Economic Development Office, #3 3D View of Outside of Economic Development Office

PREPARED BY: Linda Beck

DATE PREPARED: 3/7/2017

Attachment #1 – Opinion of Construction Costs:

Opinion of Probable Construction Costs for
Tipton Economic Development
 Renovate former American Legion
 Tipton, Iowa

2/14/2017

Statements of probable construction cost prepared by Martin Gardner Architecture, P.C. represents our best judgments as design professionals familiar with the construction industry. However, neither Martin Gardner Architecture, P.C. nor the Owner has control over the cost of labor, materials or equipment, over the contractor's method of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, Martin Gardner Architecture, P.C. cannot and does not warrant or represent that bids will not vary from the project budget proposed, established or approved by the owner, if any, or from any statement of probable construction cost prepared by Martin Gardner Architecture.

		Total
DEMOLITION		
Entry Vestibule to Basement	Demo exterior north vestibule to basement (to below grade)	\$2,000
Porch	Demo porch structure and salvage millwork	\$1,250
Wall Opening	Cut new wall openings for door and windows	\$700
Interior walls	Demo interior walls	\$678
Carpet	Remove carpet	\$650
Plastic Paneling	Remove plastic, wood-look paneling	\$1,146
Lay-in Ceiling	Remove lay-in ceiling	\$960
Basement Furred Walls	Remove wood studs, insulation and gypsum board	\$4,128
	Demolition Subtotal	<u>\$11,513</u>
SITWORK		
Sidewalk	New sidewalk	\$782
Regrading	Minor regrading	\$291
	Site work Subtotal	<u>\$1,073</u>
SUBSTRUCTURE		
Foundation Walls	Infill foundation wall from north vestibule demo	\$543
	Substructure Subtotal	<u>\$543</u>
SUPERSTRUCTURE		
Porch and Ramp	New porch and side ADA ramp	\$22,530
	Superstructure Subtotal	<u>\$22,530</u>
EXTERIOR ENCLOSURE		
Aluminum Clad Windows	New windows in north wall	\$2,600
Gutters & downspouts	Pre finished steel gutters and downspouts	\$2,400
Aluminum Storm Windows	New aluminum storm windows to protect historic wood windows	\$1,800
Window Repair/Refinishing	Repair, make operational, minor repairs to historic windows	\$3,000
Exterior Walls	Wall infill with new wood siding to match existing	\$150
Asphalt Shingle Roof	Reroof with new asphalt shingles	\$7,357
Entry Doors	New entry doors	\$3,000
Paint	Paint entire exterior (wood siding, soffit and fascia)	\$4,796
Foundation Parge Coat	New parge coating on foundation	\$2,260
Soffit	Minor soffit repair	\$500
	Exterior Enclosure Subtotal	<u>\$27,863</u>
INTERIORS		
Interior Partitions	2x4 @ 16" o.c./5/8" gyp. Board each face/sound batt insulation	\$4,057
Interior Doors	3'-0"x7'-0" Pre hung wood doors with wood trim with hardware	\$1,920
Floor Infill	Infill wood framed floor system at northwest stairs	\$287

Attachment #1 continued

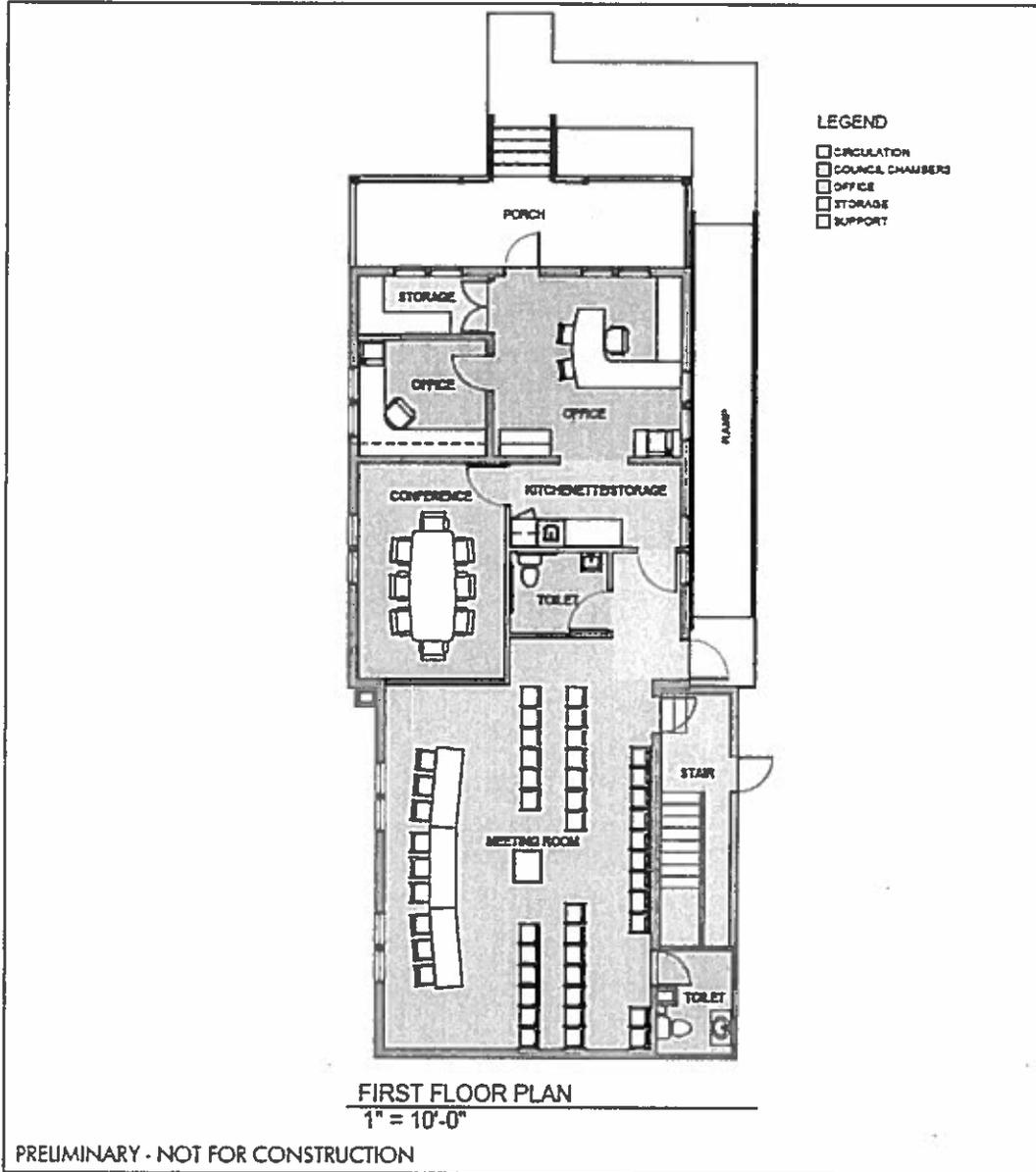
Opinion of Probable Construction Costs for
Tipton Economic Development
 Renovate former American Legion
 Tipton, Iowa

2/14/2017

Painting	Primer & 2 finish coats	\$7,990
Finish Existing Flooring	Refinish existing wood floor	\$6,760
New Wood Flooring	New wood flooring at floor infill and wall demo	\$509
Wall Base	Wood base at new walls	\$594
Plaster Repair	Plaster repair for walls and ceilings	\$2,000
Kitchenette	Cabinetry and countertop	\$1,240
Storage Shelving	Heavy duty, wall mounted shelving	\$850
Ceramic Tile	Tile flooring for both bathrooms	\$2,425
	Interiors Subtotal	\$28,631
SERVICES		
Mechanical		
	New furnace and AC, new ducting	\$7,000
Electrical		
	New panel and complete re-wiring	\$8,000
Plumbing		
	(2) new toilets, (2) new lavatories, (1) kitchenette sink	\$4,000
	Services Subtotal	\$19,000
	Project Subtotal	\$111,151
GENERAL CONDITIONS		
	General Contracting Fees (10%, O.H. and Profit is included in unit prices) 10%	\$11,115
	Project Subtotal + General Conditions	\$122,266
CONSTRUCTION & DESIGN CONTINGENCIES		
	Estimating and Design Contingency (% of Project Subtotal) 10.0%	\$12,227
	Construction Contingency (% of Project Subtotal) 10.0%	\$12,227
	Subtotal Contingencies	\$24,454
	Project Total	\$146,720

Attachment #2 Floor plan – Economic Development Office

2/15/2017 4:58:37 PM BM 340/Tipton Economic Development Office 11436.01/Tipton Economic Dev Office.rvt



PRELIMINARY - NOT FOR CONSTRUCTION

MOA
MARTIN CASERRE
ARCHITECTURE

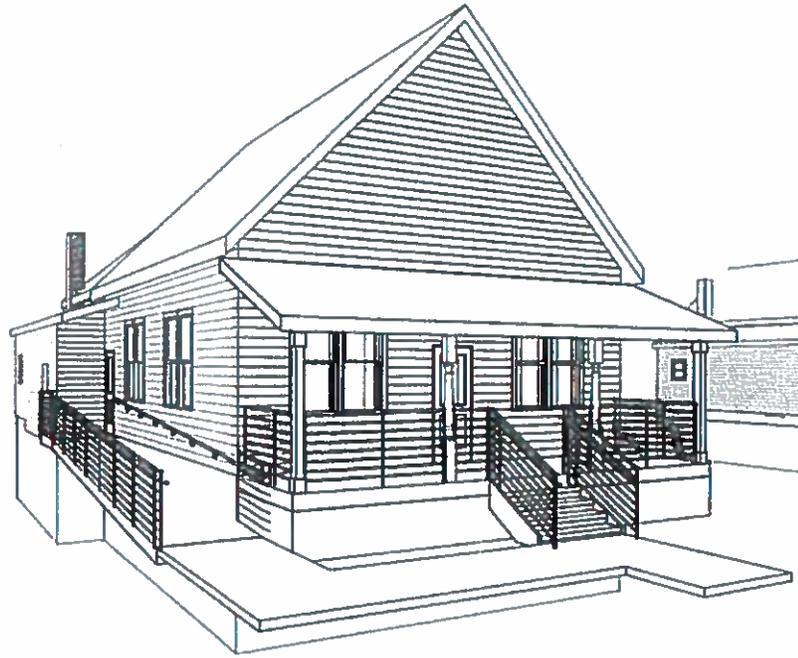
706 11TH ST
 SUITE 500
 MASON, IOWA
 52062
 (319) 277-7004
 11502 390TH ST
 STRAWBERRY FOR-IT
 IOWA 52576
 (319) 333-4712

CITY OF TIPTON
 CITY OF TIPTON ECONOMIC
 DEVELOPMENT OFFICE
 217 W. 6TH STREET, TIPTON, IOWA 52771

11436.01
 A001
 © 2016 Martin Caserre
 Architecture P.C.

Attachment #3 3D View of Outside of Economic Development Office

2/13/2017 4:54:35 PM BM 262//Tipton Economic Development Office - 11436 01 - Tipton Economic Dev Office.rvt



① 3D View

PRELIMINARY - NOT FOR CONSTRUCTION



700 11TH ST
SUITE 200
MARION, IOWA
52562
(319) 877-7664
11502 297TH ST
STRAWBERRY POND
IOWA 52578
(319) 933-0712

CITY OF TIPTON
CITY OF TIPTON ECONOMIC
DEVELOPMENT OFFICE

217 W. 5TH STREET, TIPTON, IOWA 52772

11436 01

A002

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Architects P.C.

AGENDA ITEM L - 9

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	3/8/2017
AGENDA ITEM:	Day of Caring
ACTION:	Approve, deny or table

SYNOPSIS: Economic Development Director would like to organize a “American Public Power Association Day of Caring”

Date: Monday, June 5, 2017 from 9:00 a.m. – 11:00 a.m. has been designated as Day of Caring

1. Request (if available) one employee from each City Department to help from 9-11am
2. Request at least one council member and or the mayor to help from 9-11am
3. Economic Development Director will schedule where work will be done

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

MAYOR/COUNCIL ACTION: Council member/mayor to volunteer on June 5, 2017 from 9-11am. Approve, deny or table

ATTACHMENTS: None

PREPARED BY: Linda Beck

DATE PREPARED: 3/8/2017

AGENDA ITEM L - 10

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	3/8/2014
AGENDA ITEM:	Mount Bicycle that was made for RAGBRIA in 2008 on Green Square
ACTION:	Motion to approve, table or deny

SYNOPSIS:

Requesting the bicycle that was made for RAGBRAI in 2008 be mounted on the green square (south of Among Friends).
I did budget for this project for under CD projects for 2018 fiscal year. I would also like to apply for a grant through Wal-Mart.

Bicycle projected costs:

Lights to mount on the bike:	\$1,131.64 – All American Christmas Company
	\$ 250.00 – Cement
	\$ 100.00 – Paint
	\$ 600.00 – Fence
	\$ 50.00 – River stone
Projected Cost:	\$ 2,131.64

BUDGET ITEM: 001-5-525-2-65120

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

MAYOR/COUNCIL ACTION: Motion to approve, deny or table to proceed with Economic Director to obtain actual cost and to have area dedicated to this project on the green space.

ATTACHMENTS: None

PREPARED BY: Linda Beck

DATE PREPARED: 3/8/2017

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	3/13/17
AGENDA ITEM:	Adopting Gas O&M Amendments
ACTION:	Motion, second and roll call vote to approve, table or deny the amendments

SYNOPSIS:

IAMU is again recommending that a new O&M plan be adopted by the City of Tipton, because of numerous changes. The biggest change is a new federally mandated rule to offer efv's (excess flow valve) for existing gas service lines, steel or plastic. EFV's are designed to shut the gas off if the line is cut or damaged up to the regulator located at the building, if the line is damaged after the regulator the efv will not close. The cost of efv and installation will be paid for by the customer, and scheduled when it's convenient for the utility and the customer. A sample bill stuffer notification is also included in the packet.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Gas

MAYOR/COUNCIL ACTION: Motion, second, and roll call vote to approve, table or deny the recommended amendments to the Gas O & M practices

ATTACHMENTS: List of changes, sample bill stuffer

PREPARED BY: Virgil Penrod

DATE PREPARED: 3/8/17

IAMU O&M Revision 02.17

Note: Not all spelling, punctuation, grammar, and formatting changes were noted in the list below.

List of Revisions Made:

Division #	Section #	Changes Made
	All Pages	Changed Revision Date in the page footer to 02.17
	Copywrite Page	Changed to Revised 2017
	Before Table of Contents	Moved the Schedule of O&M Activities from Division 11 to the front of the manual.
	Table of Contents	All page numbers from Division 2.6 through Division 12 were changed to the appropriate new page numbers.
	Table of Contents	Changed title of section 4.6 to Public Information & Public Awareness
	Table of Contents	Added the following sections; 5.6.2 Pressure Regulating, Limiting & Overpressure Protection (Farm Taps), 6.22.2 Excess Flow Valve (EFV) Installation Requirements and 6.22.3 Manual Service Line Shut-off Valve (Curb Valve) Installation
2	2.6	Added "or replacement" & "or an operator converting a pipeline from service not previously covered by 49 CFR Part 192.14." to the second sentence of the section. This was changed due to a new rulemaking.
3	Contents	All page numbers were changed to the appropriate new page numbers.
3	3.5(2)	Changed "Section 3.5 of this manual" to "Section 3.15 of this manual".
3	3.9 Documentation	Added "Electronic CGI Calibration Record" to the list of documents to be used.
3	3.9 - Leak Call Information	Added "if suspecting carbon monoxide" to subpart e. Ventilate Building
3	3.10	Added in the first paragraph, "All findings MUST be documented for verification". Added "DOCUMENTATION: At minimum a Leak Investigation Report (bar hole map included), a Dig-in-Report and a Line Hit/Accident Investigation Follow-up Report should be completed.
3	3.10 (a)	Changed to subpart 1 and added "and the migration of gas" to the second sentence. This subpart was also broken down into subparts 2 and 3. The third sentence became subpart 2 and the fourth sentence became subpart 4.
3	3.10 (d)	Changed to "4. Bar hole testing shall be performed and mapped at a maximum of 10 ft intervals from the point of impact as well as possible locations of "pullout" damages in all directions, until 0% gas is found.
3	3.10 (5)	Created new subpart stating: "5. Locations that are susceptible to "pullout" forces from the line hit shall also be bar hole tested a maximum of 10 ft. intervals in all directions until 0% gas is obtained.
3	3.10 (6)	Created new subpart stating: "6. Bar hole testing shall also be performed and mapped at all nearby building foundations to verify that 0% gas is present."
3	3.10 (7)	Created new subpart stating: "7. Check for the presence of gas inside of ALL nearby buildings with gas detection equipment"
3	3.10 (8)	Created new subpart stating: "8. Checks shall be made for gas in ALL manholes, catch basins, storm sewers and sanitary sewers within a close proximity to the line hit."
3	3.10	Moved the Emergency Guidance Checklist from Division 11 up to this location to help ensure procedures are being followed.

3	3.10	<p>states: "The operator shall complete a follow-up report on the line hit/accident after all repairs have been made and the line hit/accident scene has been cleared by all personnel. The follow-up report shall be conducted with all involved personnel to determine the following:"</p> <ol style="list-style-type: none"> 1. What was the cause of the line hit? 2. Were ALL Emergency Procedures and Leak Investigation Procedures properly followed and documented? 3. What can be done to minimize the possibility of recurrence? <p>DOCUMENTATION: Line Hit/Accident Investigation Follow-up Report</p>
3	3.13	The last sentence "Bypass instructions are clearly printed on a placard located next to the bypass valve at the town border station." was deleted.
3	3.15 (1)	<p>Deleted the original language at the beginning of the subpart down through (b) and added; "Division Definition: Confirmed Discovery - When it can be reasonably determined, based on information available to the operator at the time a reportable event has occurred, even if only based on a preliminary evaluation."</p> <p>"At the earliest practicable moment following discovery, but no later than 1 hour after confirmed discovery, each operator must provide a telephonic notice to PHMSA of each incident as defined below in subparts a – e or as defined in 49 CFR 191.3."</p> <ol style="list-style-type: none"> a. A release of gas from a pipeline (or LNG facility) resulting in a death or personal injury requiring in-patient hospitalization. b. Estimated damage to utility property or other property totaling \$50,000 or more, but excluding the cost of gas lost in the release. c. An unintentional estimated gas loss of 3 million cubic feet or more. d. An event that results in the emergency shutdown of an LNG facility. e. An event that is significant in the judgement of the operator, even though it did not meet the reporting requirements. <p>Also added to the bottom of the subpart: "Within 48 hours after the confirmed discovery of an incident, to the extent practicable, an operator must revise or confirm its initial telephonic notice with an estimate of the amount of product released, an estimate of the number of fatalities and injuries, and all other significant facts that are known by the operator to be relevant to the cause of the incident or to the extent of the damages. If there are no changes or revisions to the initial report, the operator must confirm the estimates in its initial report."</p>
3	3.15 (2)	First sentence changed 3.15 (a) to 3.15. Also changed the Note to read "A copy of all filed PHMSA reports must also be submitted to the IUB through their Electronic Filing System (EFS).
3	3.16 (3)	Deleted the last sentence of the first paragraph and changed to "Reports may be submitted to the Office of Pipeline Safety by email to InformationResourcesManager@dot.gov or by fax to 202/366-7128."
3	3.21	Added LINE HITS to the title.
3	3.21	Changed the last sentence of the first paragraph to read "When there are dig-in damages, the operator shall fill out a Leak Investigation Report being sure to document/map all possible gas migration patterns until 0% gas is found in all directions and at nearby buildings. A Dig-In Report and a Line Hit/Accident Investigation Follow-up Report shall also be completed by the operator along with the Leak Investigation Report."
3	Appendix A	Updated contact list for the IUB Safety and Engineering Dept.
4	4.6	Added Public Awareness to the title and changed the language in the first paragraph and subpart 1 to correspond with the requirements of API RP 1162

4	4.6 (2)(i)	Added that the customer notification letter regarding customer owned piping can be found on the IAMU website.
5	5.2 Documentation	Changed Visual Inspection Report to Transmission and Distribution Patrolling Report
5	5.2 (3)	In the first sentence 5.4(b) was changed to "in the table above"
5	5.6.2	<p>Added an entirely new section "Pressure Regulating, Limiting and Overpressure Protection: Individual Service Lines Connected to Transmission Lines (Farm Taps)" This section was added to comply with the new rulemaking from PHMSA that all farm taps have to be inspected and maintained. 5.6.2 PRESSURE REGULATING, LIMITING & OVERPRESSURE PROTECTION: INDIVIDUAL SERVICE LINES CONNECTED TO TRANSMISSION LINES (FARM TAPS)</p> <p>1. This procedure applies to any service line directly connected to a production, gathering, or transmission pipeline. Example: Farm taps 2. Each pressure regulating or limiting device, relief device (except rupture discs), automatic shutoff device, and associated equipment must be inspected and tested at least once every 3 calendar years, not exceeding 39 months, to determine that it is:</p> <p>(a) In good mechanical condition. (b) The regulator and relief are adequate from the standpoint of capacity and reliability for the service they are installed on. (c) Set to control or relieve at the correct pressure consistent with the pressure limits of § 192.197. Limit the pressure on the inlet of the service regulator to 60 psi gauge or less in case the upstream regulator fails to function properly. (d) Properly installed and protected from dirt, liquids, or other conditions that might prevent proper operation.</p> <p>NOTE: Farm tap pressure regulating and relief inspections may be recorded on the Farm Tap Regulator & Relief Inspection Form located in Division 11 of this O&M.</p> <p>REFERENCE: 49 CFR 192.740, Subpart M.</p>
5	5.12 (2)	Deleted "of this part" and changed "paragraph (c)" to "subpart (3)" in the last sentence of subpart 2.
6	6.3 NOTE	Changed section 6.26(a) to 6.24(a)
6	6.9 (2)	In the first sentence after subpart g, a(1) was changed to 1(a) and b(1) was changed to 2(c).
6	6.12 (2)(a)	Changed language in the first sentence to read "that are equal to or exceed"
6	6.13 (1)	Changed last sentence in subpart 1 to "Full thread engagement is required on all flange nuts and bolts."
6	6.17	The second sentence now states " All new construction and repairs made on transmission lines have to accommodate internal inspection devices."

6	6.22 (13)(a)	<p>Deleted the original and changed to the following: "a. Every plastic service line outside a building must be installed below ground level in accordance with 49 CFR Part 192.321, except that:"</p> <ul style="list-style-type: none"> i. Plastic pipe installed in a vault or any other below grade structure must be completely encased in gas-tight metal pipe and fittings and adequately protected from corrosion. ii. Uncased plastic pipe may be temporarily installed above ground level as long as the operator can demonstrate that the cumulative above ground exposure has not exceeded the manufacturers recommended maximum period of exposure, or 2 years, whichever is less. iii. Plastic pipe may not terminate above ground level unless the plastic pipe is encased and protected against deterioration, external damage, and is not used to support external loads. iv. Plastic pipe that is encased and terminates above ground must be designed to exceed the temperature limits specified in 49 CFR 192.123.
6	6.22.2	<p>Added an entirely new section "Excess Flow Valve (EFV) Installation Requirements" This section was added to comply with the new PHMSA rulemaking. The section contains too much new information to post on this spreadsheet, but the information does include Installation Requirements, Installation Exceptions, Customer Requests Installations, Customer Notification, Documentation of Customer Notification, Reporting and Installation Procedures.</p>
6	6.22.3	<p>Added an entirely new section "Manual Service Line Shut-off Valve Installation (Curb Valves). This section was added to comply with the new PHMSA rulemaking. The new section contains too much new information to post on this spreadsheet, but the section does include Division Definitions, Installation Requirements, Accessibility and Maintenance, Installation Procedures, Farm Tap Installations, Maintenance Procedures and Recordkeeping.</p>
7	7.7 (c)	<p>Changed to, "c. An Exposed Pipe/ Bellhole Report will be filled out every time you have exposed underground piping with or without damage.</p>
7	7.8 Documentation	<p>Visual Inspection Report was changed to Atmospheric Corrosion Survey</p>

8	8.1 A	<p>Added:</p> <p>1. Welding Procedures – Welding must be performed by a qualified welder or welding operator in accordance with welding procedures qualified under section 5, section 12, Appendix A or Appendix B of API Std 1104, or section IX of the ASME Boiler and Pressure Vessel Code (ASME BPVC) to produce welds meeting the requirements. The quality of the test welds used to qualify welding procedures must be determined by destructive testing in accordance with applicable welding standards.</p> <p>2. Welder Qualification – Except as provided in paragraph (3) of this section, each welder or welding operator must be qualified in accordance with section 6, section 12, Appendix A or Appendix B of APE Std 1104, or section IX of the ASME Boiler and Pressure Vessel Code (ASME BPVC). However, a welder or welding operator qualified under and earlier edition than listed in 49 CFR Part 192.7 may weld but may not requalify under that earlier edition.</p> <p>(i) A welder may qualify to perform welding on pipe to be operated at a pressure that produces a hoop stress of less than 20% of SMYS by performing an acceptable test weld, for the process to be used, under the test set forth in section I of Appendix C in CFR Part 192 Subpart E. Each welder who is to make a welded service line connection to a main must first perform an acceptable test weld under section II of Appendix C of CFR Part 192 Subpart E as a requirement of the qualifying test.</p>
9	9.1	The Periodic Odorization Report was changed to the Odorant Usage Report and the Odorization Check Report was changed to the Odorometer Test Report (Sniff Test) in the last sentence of the first paragraph.
9	9.3 Documentation	The Periodic Odorization Report was changed to the Odorant Usage Report and the Odorization Check Report was changed to the Odorometer Test Report (Sniff Test).
The following items are all located in the Table of Contents in Division 11		
11	Table of Contents (TOC)	The layout/format of the TOC as well as all of the page numbers were changed.
11	Table of Contents (TOC)	Deleted the opening NOTE and changed to "NOTE: Any of the following forms containing vital information regarding the integrity of the pipeline system must be retained for a minimum of 10 years to fulfill the Integrity Management Program requirements. Also changed all page numbers to correspond with the manual.
11	(TOC) PHMSA Report Forms	Added "Annual Transmission and Distribution" to description.
11	(TOC) Leak Investigation Report	Deleted "and Inspection of Uncovered Pipeline" changed "optional" to "required" and added "all indoor and outdoor gas system piping and components" in the description. Also changed the sections to 3.9-3.16 and 3.21
11	TOC	Added a new form titled "Electronic CGI Calibration Record" to the table of contents.
11	TOC	The Dig-in-Report was moved up to this location to be associated with Leak Investigation Report and the Line Hit/Accident Investigation Follow-up Report.
11	TOC	Added a new report form titled "Line Hit/Accident Investigation Follow-up Report" to allow for required documentation of whether emergency procedures were followed and how to help prevent recurrence.
11	(TOC) Emergency Training Record	In the last sentence of the description, 3.18 was changed to 3.16 and 3.19 was changed to 3.17
11	(TOC) Visual Inspection Report	This report was change to the Transmission & Distribution Report to more accurately reflect what survey is being completed.

11	(TOC) Atmospheric Corrosion Survey and Location Form	This is a new form that was generated to help complete an Atmospheric Corrosion Survey according to requirements and procedures. There is a second page to this report that allows for the documentation of the location of any problems and what remedial action took place.
11	(TOC) Manual Curb Valve Installation Form	This is a new form that was generated to help comply with the new Manual Curb Valve Installation requirements sent down from PHMSA. This form can also be used to document the required maintenance.
11	(TOC) Farm Tap Reg & Relief Inspection Form	This is a new form that was generated to help comply with the new Farm Tap regulator and relief inspection rulemaking made by PHMSA. This form covers all of the maintenance items required by PHMSA.
11	(TOC) Pipeline and Bellhole Report	The Bellhole Report was deleted from this title and now has its own title. Also the following section numbers were added to the description; 6.3, 6.15, 6.22.1, 6.22.2, 6.22.3, 6.24.
11	(TOC) Bellhole Report	The title of the Bellhole Report was changed to the Exposed Pipe/Bellhole Report.
11	(TOC) Anode Test Station Report	Changed the section number in the description from 7.3 to 7.6
11	TOC	An additional form called the Cathodic Protection Record has been added in this location.
11	(TOC) Periodic Odorization Report	The name of this report has been changed to the Odorant Usage Report
11	(TOC) Odorization Check Report	The name of this report has been changed to the Odorometer Test Report (Sniff Test)
11	(TOC) MAOP Determination	The Determination of MAOP in Natural Gas Pipelines Form was moved up in Division 11
11	(TOC) MFF Report	The Mechanical Fitting Failure Report was moved up in Division 11.
11	(TOC) Major Emergency Checklist	This form was moved to Division 3 of the O&M.
11	(TOC) Reporting Gas Incidents, Leaks & Outages	This informational page was moved towards the front of Division 11 just behind the PHMSA Report Forms.
The following are all changes made to the Reports/Forms/Surveys in Division 11.		
11	PHMSA Report Forms	Deleted the first sentence in bold and added "Federally filed" to the first non bold sentence.
11	Reporting Gas Incidents, Leaks and Outages	Added "confirmed discovery" to the first sentence.
11	Leak Investigation Report	In the title, "and inspection of uncovered pipeline" was deleted. This form does not contain the required information regarding the inspection of uncovered pipelines. The NOTE at the bottom of the form was deleted as well. This form is NOT an optional attachment. This form is to be used for all leaks.
11	Electronic CGI Calibration Record	This new form was generated to allow for the proper documentation of CGI calibration.

11	Line Hit/Accident Investigation Follow-up Report	This new form was generated to give the operator some form of documentation providing essential verification that all emergency procedures were followed and that means to prevent recurrence have been considered. This is a requirement by Part 192 that is often overlooked.
11	Emergency Training Record	In the first sentence, it states "not less than two documented training sessions". This does not correspond with procedures. It has been changed to state "a minimum of at least one documented training session."
11	Visual Inspection Report	The title of this report has been changed to the Transmission & Distribution Patrolling Report. The two Atmospheric Corrosion questions were also omitted from this form.
11	Atmospheric Corrosion Survey	This new form was generated to assist in completing AC Surveys according to procedures and requirements.
11	Atmospheric Corrosion Location Form	This form is to be attached to the AC Survey Form. This form allows for the documentation of locations of any issues that were found during the survey as well as any remedial action that might need to take place.
11	Leak Survey Report	In the last line of the first table, Instrument Serial #, Calibration Date and Calibration Results were added.
11	Manual Shut-off Installation & Maintenance Form	This is a new form that was generated to help comply with new regulations. This form will allow for the record of installation and maintenance required to be documented by PHMSA.
11	Farm Tap Regulator & Relief Inspection Form	This new form was generated to comply with the new rulemaking requiring the inspection and maintenance of Farm Taps. All required maintenance/inspection items are included in the form.
11	Bellhole Report	The title of this form was changed to the Exposed Pipe/Bellhole Report. This form should be completed every time you see pipe below ground.
11	Cathodic Protection Record	This new form gives a second option to recording Cathodic Protection readings. This form does not involve rectifiers, just anodes and pipe to soil readings.
11	Periodic Odorization Report	The title of this form has been changed to the Odorant Usage Report.
11	Odorization Check Report	The title of this form has been changed to the Odorometer Test Report (Sniff Test)
11	Excavation and Trenching Clipboard System	The title of these forms has been change to the Excavation and Trenching Guidance System.
11	Mechanical Fitting Failure Report	The first NOTE under Leak Classification has been changed to "Only Class 1 hazardous leaks are required to be reported to PHMSA." On the second NOTE at the bottom of the page "Exposed Pipe/Bellhole Report for all mechanical fitting failures." was added to the end of the sentence.

Note: This notification is being delivered to fulfill a requirement as part of a rulemaking passed down from the Pipeline and Hazardous Materials Association that takes effect on April 14, 2017.

Customer Notification of Excess Flow Valve (EFV) Installation

Dear Valued Customer,

You may request that City or Tipton install an excess flow valve (EFV) on the gas line to your property. EFVs are mechanical shut-off devices that a utility can install in the gas pipe running from the gas main to the gas meter at your property (the "service line"). An EFV is designed to stop the gas flow if the service line is broken, for example, by an excavation accident. Stopping the gas flow from a broken service line significantly reduces the risk of natural gas fire, explosion, personal injury and/or property damage.

If you notify us that you want an EFV, we will contact you to set up a mutually agreeable date when we will install an EFV on your service line. Cost will be actual cost of efv and labor.

1. Potential advantages & disadvantages of Excess Flow Valves (EFVs).
 - a. An EFV is designed to shut off the gas flow if the service line is severed between the gas main and the meter set.
 - b. What an EFV won't do?
 - An EFV is NOT designed to close if a leak occurs beyond the gas meter on house piping or appliances. An EFV also may not close if the leak on the service line is small.
 - c. Possibility of EFV activation (closure) if the customer adds load.
 - If you add, for example, more gas appliances, a pool heater, emergency generator, etc., the additional gas flow may cause the EFV to close.

Customer pays actual installation cost, provided to customer on a case-by-case basis when EFV installation is requested. Notification describes a range of estimated costs.

You will be billed for the cost of installing the EFV. The average installation cost is typically \$356.00, but the actual installation cost will depend on the difficulty of installation. We will inform you of the actual cost before you make the final decision that you want an EFV.

- i. **Customer requesting EFV installation pays a fixed fee listed in the notification that may or may not cover the actual installation costs.**

You will be billed \$356.00 to cover the cost of installing the EFV.

- ii. **Additional charge per month rate with or without an upfront payment.**

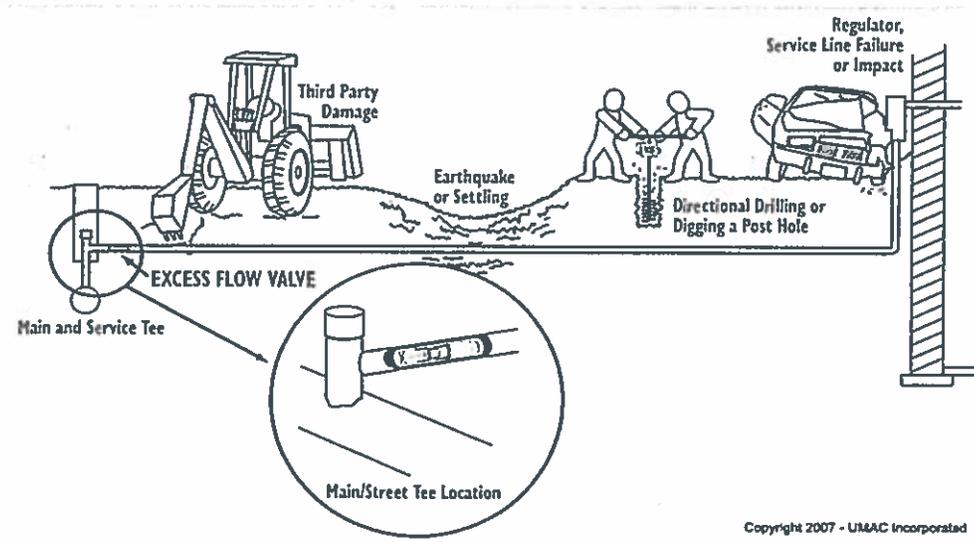
\$356.00 will be added to your monthly gas bill for the cost of installing the EFV.

If the EFV on your service line must be replaced, you will be billed for the cost of replacing the EFV. Replacing an EFV can cost from \$356.00 but the actual replacement cost will depend on the difficulty of replacement.

- 2. If a service-line customer requests EFV installation and the load does not exceed 1,000 SCFH and the conditions listed below are not present, the operator must install an EFV at a mutually agreeable date.
 - a. The service line does not operate at a pressure of 10 psig or greater throughout the year;
 - b. The operator has prior experience with contaminants in the gas stream that could interfere with the EFV's operation or cause loss of service to a customer;
 - c. An EFV could interfere with necessary operation or maintenance activities, such as blowing liquids from the line; or
 - d. An EFV meeting the performance standards in § 192.381 is not commercially available to the operator

IMPORTANT NOTE: EFVs cannot be installed on some service lines due to high gas flow, low pressure or other factors. If you request an EFV but your service line cannot accommodate an EFV, the City of Tipton will inform you.

Diagram to illustrate an EFV:



AGENDA ITEM L-12

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	March 13, 2017
AGENDA ITEM:	Board of Adjustment Appointment, Kenneth Crock
ACTION:	Council Motion and Roll Call Vote

SYNOPSIS: The Zoning Board of Adjustment has had difficulty meeting the quorum requirements since the expiration of Board member Gordon Esbeck's term on May 1, 2015. Kenneth Crock offered to serve on the Board, and Mayor Carney is recommending his appointment be approved by City Council. If appointed to fill the vacancy, Crock's term will expire May 1, 2020.

For your information, I've copied the section of the City Code regarding the makeup of the Board of Adjustment.

168.10 ESTABLISHMENT OF ZONING BOARD OF ADJUSTMENT. A Zoning Board of Adjustment is hereby established pursuant to Chapter 414 of the Code of Iowa. The word "Board" as used in this chapter shall mean the Zoning Board of Adjustment.

1. Membership. The Board shall consist of five members to be appointed by the Mayor, subject to the approval of the City Council, each to be appointed for staggered terms of five years.
2. Vacancies. The Mayor shall appoint, subject to the approval of the City Council, persons to fill all vacancies as they occur, and shall at the regular Council meeting in the month of May appoint one member of the Board of Adjustment. This Board shall consist of one architect, engineer or contractor; one real estate broker, and three other persons selected for their knowledge of and interest in matters pertaining to this Zoning Ordinance.

BUDGET ITEM: Not Applicable

RESPONSIBLE DEPARTMENT: Administration, Mayor/Council

MAYOR/COUNCIL ACTION: Consideration, motion and roll call vote to approve, table or deny.

ATTACHMENTS: None.

PREPARED BY: Mayor Carney/tdl

DATE PREPARED: March 10, 2017

