

March 27, 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, Armstrong, Nash, Taber, Beck, Ratliff, B. Brennan, Downs, T. Johnson, Coppess, other visitors and the press.

Agenda:

Motion by Boots, second by Spear to approve the agenda, with the one correction to N2, under discussion items, take out approval of. Following the roll call vote the motion passed unanimously.

Communications:

1. Garvin Nienhaus

Nienhaus has concerns about his neighbor's trash littered yard. Code Enforcement Officer Tawnya Johnson stated that the landlord has been cited for the violation and they have 10 days to get it cleaned up.

Consent Agenda:

Motion by Spear, second by Anderson to approve the consent agenda which includes the March 13, 2017, Council Meeting Minutes, February Treasurer's and Investment Reports, February Library Minutes, February Library Director's Report and the March Tipton Development Director's Report. Following the roll call vote the motion passed unanimously.

Ordinance Approval/Amendment:

1. Ordinance No. 557, 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. Second Reading.

Motion by Leeper, second by Boots to approve the second reading to adopt Ordinance No. 557, 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. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Claims List

ALTORFER INC	COOLANT	50.24
ASCENT AVIATION GROUP INC	2000 GL AVIATION FUEL	7308.63
AUCA CHICAGO LOCKBOX	MATS	80.12
BARRON MOTOR SUPPLY	FITTINGS	26.62
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	100.19
CEDAR COUNTY ENGINEER	129.6 GL DSL	1352.41
CENTRAL IOWA DISTRIBUTING	OPERATING SUPPLIES	216.00
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	318.72
CREATIVE PRODUCT SOURCE	1000 STICKERS	275.15
CUSTOM BUILDERS INC	UPS CHARGES	79.94
EASTERN IOWA LIGHT & POWER	EAST LAGOON	1167.35
ELECTRICAL ENGINEERING & E	OPERATING SUPPLIES	158.45
ENERGY ECONOMICS INC	GAS METERS & INDEXES	1147.65
FEDEX	MAINT/REPAIR SUPPLIES	160.34

FRIENDS OF THE ANIMALS	2 DOGS, 1 CAT	200.00
G & K SERVICES	UNIFORMS	186.30
IMAGE TREND INC	CLEARING HOUSE SERVICES	84.00
IOWA AUDIOLOGY & HEARING A	INDUSTRIAL TESTING - POLICE	15.00
KUNDE OUTDOOR EQUIPMENT	CHAIN SAW	589.99
LYNCH'S PLUMBING INC	BOILER REPAIR AT SHOP	280.00
MAILFINANCE	POSTAGE MACHINE LEASE PYMNT	846.78
MCMASTER-CARR SUPPLY COMPA	PLANK GRATING FASTENERS	22.86
MICHAEL SEEHUSEN	LOCKING PLIERS SET	99.99
MISC. VENDOR	NOVAK:STARTER FOR PUMP #186	195.00
MUNICIPAL SUPPLY INC	TOUCH PADS, REPAIR CLAMP	2282.00
NILES CHIROPRACTIC	4 RANDOM SCREENS	100.00
PITNEY BOWES INC	LEASE CHARGES	417.78
RACOM CORPORATION	LIGHTS, FLASHER, LIGHT BAR	611.05
SHERMCO INDUSTRIES INC	ARC FLASH STUDY	3100.00
STOREY KENWORTHY/MATT PARR	UTILITY BILLING ENVELOPES	612.72
T & M CLOTHING CO.	334 SOCCER JERSEYS	4455.56
TERRY DURIN COMPANY	7 30 AMP FUSES	68.25
THE CTK GROUP	INTERVIEW&INTERROGATION TRNG	325.00
TIPTON PHARMACY	PATIENT MEDS	369.40
UTILITY SALES & SERVICE IN	GAS SERVICE LINES SUPPLIES	1097.01
WENDLING QUARRIES INC	20.46 TN ROAD STONE	212.79
FUND TOTALS		
001 GENERAL GOVERNMENT		7497.14
600 WATER OPERATING		1129.57
610 WASTEWATER/AKA SEWER REVE		1307.38
630 ELECTRIC OPERATING		4477.66
640 GAS OPERATING		3118.33
660 AIRPORT OPERATING		7308.63
670 GARBAGE COLLECTION		144.20
810 CENTRAL GARAGE		2365.82
835 ADMINISTRATIVE SERVICES		1264.56
GRAND TOTAL		28613.29

Ambulance - One Card

Misc Supplies - Lenoach & Cilek Supplies	29.48
Operating Supplies - Batteries Plus	58.25

Total Charges

87.73

City Card - Check out card

Misc Supplies - Menards (Police)	40.98
Travel Training - Kirkwood (Water/Wastewater)	260.00
Uniform Apparel - Galls (Police)	186.17

Total Charges

487.15

City Clerk - One Card

Misc Supplies - Subway	29.50	
Total Charges		29.50
Economic Dev Director - One Card		
Misc - Sals Pizzeria (Ambassador Dinner)	112.83	
Total Charges		112.83
Electric - One Card		
Misc Supplies - Batteries Plus, Walmart	57.98	
Bldg Maint Repairs - Grainger	70.00	
Travel Training - Holiday Inn	482.20	
Station Equip - U-Line	893.91	
Total Charges		1,504.09
Finance Director - One Card		
Computer Expense - Dell Business Online S Nash	164.29	
Computer Expense - Dell Business Online	164.29	
Total Charges		328.58
Fire - One Card		
Travel Training - BP	60.00	
Training - Happy Joes	107.31	
Misc - Paypal, Academy Com	4.71	
Total Charges		172.02
Gas - One Card		
Safety Supplies - Paypal	171.14	
Equipment Maint/Rpr Supp - Paypal, (Paypal Refund)	1.80	
Repair Parts - Paypal	13.99	
Bldg Main & Repairs - Menards	74.79	
Total Charges		261.72
JKFAC/Recreation - One Card		
Concessions - Walmart	21.52	
Operating Supplies - Walmart, Menards, Wristban Express, Sports Unlimited, American Red Cross	1789.02	
Advertising	200.00	
Total Charges		2,010.54
Library - One Card		
Postage/Shipping - USPS	202.11	
Office Supplies - Amazon, Walmart	94.67	
Materials - Amazon, Walmart	773.91	
Program Supplies - Amazon, Walmart	49.15	
Bldg Maint Supplies - Walmart	17.16	
Misc - Walmart	138.86	
Total Charges		1,275.86
Public Works - One Card		
Repair Parts - Ebay, Baum Hydraulics	258.78	
Fuel - Kum & Go #32	82.26	

Total Charges

341.04

Statement Total

6,611.06

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

2. Set Public Hearing, Proposed Plans, Specifications, Form of Contract and Opinion of Probable Cost Related to Mathews Memorial Airport Airfield Pavement Maintenance Project

Motion by Spear, second by McNeill to set a public hearing for Monday, May 1, 2017, at 5:30 p.m., for proposed plans, specifications, form of contract and opinion of probable cost related to Mathews Memorial Airport airfield pavement maintenance project. Following the roll call vote the motion passed unanimously.

3. Set Public Hearing, Proposed Plans, Specifications, Form of Contract and Opinion of Probable Cost Related to a Water Main Project

Motion by Leeper, second by Boots to set a public hearing for Monday, April 3, 2017, at 5:00 p.m., for proposed plans, specifications, form of contract and opinion of probable cost related to a water main project. Following the roll call vote the motion passed unanimously.

4. "Art in the Downtown", Chamber of Commerce

Motion by Boots, second by Anderson to approve "Art in the Downtown" proposal for the Chamber of Commerce. Following the roll call vote the motion passed unanimously.

5. "Earth Day Bike Ride with the Mayor"

Motion by Leeper, second by Boots to approve "Earth Day Bike Ride with the Mayor", on Saturday, April 22, 2017, at 11:00 a.m. Following the roll call vote the motion passed unanimously.

6. Park Improvements by Football Field, Contract

Motion by Spear, second by McNeill to award a contract for park improvements by the football field, to the low bidder, Triple B Construction, in the amount of \$50,884.00, with the City share being \$28,941.00, and the school share \$21,943.00. Following the roll call vote the motion passed unanimously.

7. State Revolving Funds Loan Application

Motion by Boots, second by Spear to authorize submission of an application for State Revolving Funds Loan for planning and development of plans for sewer and storm sewer improvements related to the City's 2016 Storm Water Improvements Study. Following the roll call vote the motion passed unanimously.

8. Tommy Lift Gate for Electric Department

Motion by Anderson, second by Leeper to approve a tommy lift gate from Future Line Truck Equipment, in the amount of \$2,426.00, for an electric department pickup. Following the roll call vote the motion passed unanimously.

9. Waive Review of a Rural Minor Subdivision Plat

Motion by McNeill, second by Boots to waive a rural minor subdivision plat within two miles of the corporate limits located southeast of Tipton, per Chapter 170 of the City Code. Following the roll call vote the motion passed unanimously.

10. Contract for Maintenance of the Lifepak Monitor/Defibrillators

Motion by Boots, second by McNeill to approve a four-year contract with Physio Control for maintenance of the Lifepak monitors and defibrillators, in the amount of \$21,023.20. Following the roll call vote the motion passed unanimously.

11. Set Public Hearing, Code Amendment, Application Process, Café Seating

Motion by Anderson, second by Spear to set a public hearing for April 17, 2017, at 5:30 p.m., for a code amendment, to create an application process for café seating on public sidewalks in the central business district.

Discussion Items (no action):

1. Report on Refuse and Recycling Expenses for the City of Tipton and Comparison with Neighboring and Comparable Communities

A spreadsheet was shared with the mayor and council showing comparisons of refuse and recycling expenses with neighboring and comparable communities.

2. Contract with Cypress Engine Works, Cypress, Texas, in the amount of \$353,952.60, over Two Fiscal Years, for the Overhaul of Engine Generator 3, the Fairbanks Morse OP Unit

Electric Superintendent Taber shared quotes that he received regarding this project, and he explained the differences. An overhaul of the engine, if properly maintained, should last 20 to 30 years.

3. City GIS Program Update and Report

We are moving forward with the implementation of the See City software program that includes all of our City Utilities and the Masonic Cemetery. Some of the challenges during this project included changes at City Hall in administration, the hiring of two new billing clerks, the recording of each headstone at the Cemetery and computer issues.

At this point we are installing the computer at City Hall today that will operate this system. This will be a separate unit outside of our server which will include four licenses. The City Manager, Administrative Assistant, Public Works and Gas/Electric will all have access to the data and can update the maps as they change or are needed. New Com Technologies will be working with our Tech Contractor, ITP, to install and set up the program. Included with the package will be a day of training for up to 8-10 employees.

We look forward to the conclusion of this project to better serve the public in a more timely and efficient manner.

Reports of Mayor/Council/Manager/Department Heads:

Council

Councilmember Boots attended the CCEDCO meeting on March 14th. Boots stated that Jason Kemp with Home Base Iowa was a guest speaker.

The status of the 501C.3 is still ongoing.

The FY 2018 budget was approved.

CCEDCO is assisting Clarence with doing their downtown assessment.

CCEDCO is planning a Business Plan Workshop seminar.

They are working with ECIA for getting an Iowa Great Places designation for future grants.

Interim Manager

Interim Manager Long stated that the City Manager interviews are coming up very quickly.

Working on code enforcement issues.

Long complimented the finance department on the transition going well with Fletcher and Armstrong.

Adjourn:

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

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:58 p.m.

Mayor Bryan Carney

Attest: Amy Lenz

City Clerk