

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, April 3, 2017
Web Page: www.tiptoniowa.org
Posted: Friday, March 31, 2017 (Front door of City Hall & City Website)

Mayor: Bryan Carney	Council At Large: Pam Spear
Council At Large: Leanne Boots	Council Ward #1: Ross Leeper
Council Ward #1: Ross Leeper	Council Ward #2: Dean Anderson
Council Ward #3: Tim McNeill	
Interim City Manager: Tim D. Long	City Attorney: Lynch Dallas, P.C.
Finance Director: Lorna Fletcher / Melissa Armstrong	Gas Utilities Supt: Virgil Penrod
City Clerk: Amy Lenz	Electric Utilities Supt: Floyd Taber
Dir. of Public Works: Steve Nash	Water & Sewer: Brian Brennan
Police Chief: Lisa Kepford	Emergency Med Dir: Brad Ratliff
Park & Recreation: Adam Spangler	Comm. Dev. Director: Linda Beck

- 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.

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 Special Meeting Minutes, March 20, 2017
2. Approval – City Council Minutes, March 27, 2017
3. Approval - Liquor License, Monty’s Pizza & Grill Inc.

G. **Public Hearing**

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. **Third and Final Reading.**

I. **Resolutions for Approval**

J. **Mayoral Proclamation**

1. Earth Day Proclamation

K. Old Business

L. Motions for Approval

1. Consideration of Claims.
2. Consideration of Determination of Economic Development Office Space.
3. Consideration of a Change Order for the Pool LED Lighting Project: Additional Mounting Requirements, \$1,049.79 to Roth Electric.
4. Consideration of Approval of Maintenance and Repairs to the Indoor Pool Circulation Pump: \$1,574.64 to Tipton Electric Motors.
5. Consideration of Award of Bid for the Cedar Street Water Main Project, low bidder Lynch Excavating, West Branch, in the amount of \$44,392.00.
6. Consideration of Authorization to Solicit Quotes for Replacement Equipment as Determined by City Equipment Committee, to be Purchased in FY 2017-18.
7. Consideration of Approval of an Amended Job Description for Park Grounds Maintenance Worker.
8. Consideration of Approval of a Minor Subdivision, per Chapter 170 of the City Code, "Land Subdivision".
9. Consideration of Appointment of Floyd Taber and Alternate to IAM Wind Board.

M. Reports to be Received/Filed

N. Discussion Items (No Action)

1. Clarification of Responsibilities for Setting Off Emergency Warning Sirens.

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.

March 20, 2017
Fire Station
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in special session at 5:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Mc Neill, Boots, Leeper, Anderson and Spear. Also present: Pat Callahan, Interim City Manager Long, Fletcher, Armstrong.

Mayor Carney led the meeting in the Pledge of Allegiance.

Agenda:

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

Communications & Reports:

Pat Callahan explained the process for the evening, the packet of information, and how the interview process would work.

Closed Session:

Pursuant to Iowa Code Chapter 21.5 (i), the City Council may enter in closed session, "to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual requests a closed session." Motion by Mc Neill, second by Anderson to adjourn from regular session to closed session at 5:57 p.m. Motion carried by the following roll call;

Aye: Leeper, Mc Neill, Boots, Anderson, Spear

Nay: None

Roll Call to return to regular session:

The council reconvened to regular session from closed session at 10:00 p.m. with the following named Councilmember's present; Anderson, Spear, Boots, Mc Neill and Leeper.

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 10:01 p.m.

Mayor

Attest: _____
Finance Director

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 - Lenocho & 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 and introduced affordable housing to Cedar County for Veterans and their families.

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

Attest:
City Clerk

Amy Lenz

From: Licensing@IowaABD.com
Sent: Thursday, March 30, 2017 2:33 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 & Grill Inc (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:	April 3, 2017
AGENDA ITEM:	Gas Code Amendment, Restricting Use of Corrugated Stainless Steel Tubing, <u>Second Reading</u> .
ACTION:	Motion, second and roll call vote to approve, table or deny the <u>Third and Final</u> 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 Final reading.

ATTACHMENTS: Ordinance

PREPARED BY: Virgil Penrod/tdl

DATE PREPARED: 3/31/17

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.

Mayoral Proclamation

Earth Day, April 22, 2017
in
Tipton, Iowa

Whereas, the first Earth Day was established as a national event on April 22, 1970 and was widely credited with having established a greater consciousness of the importance of clean air, water and a healthy planet; and,

Whereas, Earth Day is now recognized and celebrated in 141 countries, reportedly the largest civic observance in the world; and,

Whereas, the people of Tipton and Cedar County, Iowa who enjoy the healthy environment of our community recognize that the nurturing of our families and businesses starts with taking care of those natural resources, and our City Council and staff take seriously the responsibility of clean air and water; and,

Whereas, we as representatives of this City wish to share and pass along the well-being of this attractive Iowa community to our children and grandchildren; and,

Whereas, the Mayor and City Council of the City of Tipton, and the City's personnel support Earth Day, 2017 and are celebrating it with the *Earth Day Bike with the Mayor* event on April 22nd beginning at 10:00 a.m. at the Cedar County Courthouse.

*Now, Therefore, be it Proclaimed by Bryan Carney, Mayor of
Tipton, Iowa,
on behalf of the City Council,*

that the Council does acknowledge Earth Day in Tipton, Iowa on

Saturday, April 22nd, 2017.

Bryan Carney, Mayor

April 3, 2017

PACKET: 02470 Council Mtg 040317 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

01-0040 ACTION SERVICES INC

I 75522		PORT A POTTIE SERVICES	AP		R	3/31/2017	335.00	335.00CR	
		G/L ACCOUNT					335.00		
	001 5-446-2-65070	OPERATING SUPPLIES					335.00		PORT A POTTIE SERVICES
							335.00	335.00CR	0.00
							335.00	0.00	

01-0143 AUCA CHICAGO LOCKBOX

I 1876773644		MATS	AP		R	4/30/2017	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	

01-0253 BOUND TREE MEDICAL LLC

I 82436174		MEDICAL SUPPLIES	AP		R	3/31/2017	195.63	195.63CR	
		G/L ACCOUNT					195.63		
	001 5-160-2-65070	OPERATING SUPPLIES					195.63		MEDICAL SUPPLIES
I 82439900		MEDICAL SUPPLIES	AP		R	3/31/2017	285.77	285.77CR	
		G/L ACCOUNT					285.77		
	001 5-160-2-65070	OPERATING SUPPLIES					245.19		MEDICAL SUPPLIES
	001 5-110-2-65070	OPERATING SUPPLIES					40.58		MEDICAL SUPPLIES
							481.40	481.40CR	0.00
							481.40	0.00	

01-0581 CINTAS CORPORATION

I 5007492570		FIRST AID SUPPLIES	AP		R	3/31/2017	165.36	165.36CR	
		G/L ACCOUNT					165.36		
	835 5-899-2-65980	MISCELLANEOUS					61.89		FIRST AID SUPPLIES
	810 5-899-2-65100	SAFETY					54.87		FIRST AID SUPPLIES
	640 5-825-2-65100	SAFETY					24.30		FIRST AID SUPPLIES
	630 5-820-2-65100	SAFETY					24.30		FIRST AID SUPPLIES
							165.36	165.36CR	0.00
							165.36	0.00	

PACKET: 02470 Council Mtg 040317 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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01-0580 CINTAS CORPORATION #342

I 142652844		UNIFORMS, SHOP TOWELS, MATS AP			R	3/31/2017		159.36	159.36CR	
		G/L ACCOUNT						159.36		
	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		
	630 5-820-2-65070	OPERATING SUPPLIES				30.01		UNIFORMS, SHOP TOWELS, MATS		
		REG. CHECK						159.36	159.36CR	0.00
								159.36	0.00	

01-0337 CJ COOPER & ASSOC INC

I 95212		RANDOM & PRE-EMPLOY SCREENI AP			R	4/30/2017		140.00	140.00CR	
		G/L ACCOUNT						140.00		
	640 5-825-2-65100	SAFETY				105.00		RANDOM & PRE-EMPLOY SCREENINGS		
	630 5-820-2-65100	SAFETY				35.00		RANDOM & PRE-EMPLOY SCREENINGS		
		REG. CHECK						140.00	140.00CR	0.00
								140.00	0.00	

01-0859 KICCD

I 54067		ACLS COURSE	AP		R	3/31/2017		400.00	400.00CR	
		G/L ACCOUNT						400.00		
	001 5-160-1-62300	TRAINING				400.00		ACLS COURSE		
		REG. CHECK						400.00	400.00CR	0.00
								400.00	0.00	

01-0905 ELECTRICAL ENGINEERING & EQ

I 5011116-00		BATTERIES	AP		R	3/31/2017		24.48	24.48CR	
		G/L ACCOUNT						24.48		
	600 5-810-2-63100	BUILDING MAINTENANCE & REPAIR				24.48		BATTERIES		
		REG. CHECK						24.48	24.48CR	0.00
								24.48	0.00	

PACKET: 02470 Council Mtg 040317 AL

VENDOR SET: 01

VENDOR SEQUENCE

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

01-1074	GERSH, FRANK									
I	032017FG	EVALUATION	AP		R	3/31/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001 5-110-2-64121	HEALTH SERVICES					200.00	EVALUATION		
								200.00	200.00CR	0.00
								200.00	0.00	

01-1289	INTEGRATED TECHNOLOGY PARTN									
I	106101	INSTALL PRINTER #51	AP		R	3/31/2017		90.00	90.00CR	
		G/L ACCOUNT						90.00		
	001 5-110-2-64190	TECHNOLOGY					90.00	INSTALL PRINTER #51		
I	106109	NETMOTION PASSWORD ERROR IS AP	AP		R	3/31/2017		120.00	120.00CR	
		G/L ACCOUNT						120.00		
	001 5-110-2-64190	TECHNOLOGY					120.00	NETMOTION PASSWORD ERROR ISSUE		
								210.00	210.00CR	0.00
								210.00	0.00	

01-1426	JOHNSON COUNTY AMBULANCE									
I	010517JCA	ALS INTERCEPT	AP		R	4/30/2017		200.00	200.00CR	
		G/L ACCOUNT						200.00		
	001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND					200.00	ALS INTERCEPT		
								200.00	200.00CR	0.00
								200.00	0.00	

01-1536	LIBERTY COMMUNICATIONS									
I	0417LC	SMART DOOR MONTHLY FEE	AP		R	3/31/2017		25.85	25.85CR	
		G/L ACCOUNT						25.85		
	001 5-160-2-64190	TECHNOLOGY					25.85	SMART DOOR MONTHLY FEE		
								25.85	25.85CR	0.00
								25.85	0.00	

PACKET: 02470 Council Mtg 040317 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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01-1593 LYNCH DALLAS PC

I 141623		GENERAL MATTERS	AP		R	3/31/2017		833.30	833.30CR	
		G/L ACCOUNT						833.30		
	835 5-899-2-64110	LEGAL EXPENSE					833.30	GENERAL MATTERS		
I 141624		LIBRARY	AP		R	3/31/2017		187.50	187.50CR	
		G/L ACCOUNT						187.50		
	001 5-410-2-64110	LEGAL EXPENSE					187.50	LIBRARY		
I 141625		ADMINISTRATION	AP		R	3/31/2017		787.50	787.50CR	
		G/L ACCOUNT						787.50		
	835 5-899-2-64110	LEGAL EXPENSE					787.50	ADMINISTRATION		
I 141626		NUISANCE/ENFORCEMENT	AP		R	3/31/2017		381.50	381.50CR	
		G/L ACCOUNT						381.50		
	835 5-899-2-64110	LEGAL EXPENSE					381.50	NUISANCE/ENFORCEMENT		
		REG. CHECK						2,189.80	2,189.80CR	0.00
								2,189.80	0.00	

01-1749 MINNESOTA MUNICIPAL UTILITI

I 48790		GENERATION SCHOOL-TAWNYA&FL	AP		R	3/31/2017		1,380.00	1,380.00CR	
		G/L ACCOUNT						1,380.00		
	630 5-821-1-62300	TRAINING					1,380.00	GENERATION SCHOOL-TAWNYA&FLOYD		
		REG. CHECK						1,380.00	1,380.00CR	0.00
								1,380.00	0.00	

01-2117 RESALE POWER GROUP OF IA

I 1045		NEXUS METER GEN 7	AP		R	4/30/2017		1,833.80	1,833.80CR	
		G/L ACCOUNT						1,833.80		
	630 5-820-2-65300	METERS					1,833.80	NEXUS METER GEN 7		
		REG. CHECK						1,833.80	1,833.80CR	0.00
								1,833.80	0.00	

01-2112 RESCO

I 033117RESCO		CO OP MEMBERSHIP	AP		R	4/30/2017		500.00	500.00CR	
		G/L ACCOUNT						500.00		
	630 5-820-1-62100	DUES/FEES					500.00	CO OP MEMBERSHIP		

PACKET: 02470 Council Mtg 040317 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				500.00	500.00CR	0.00
								500.00	0.00	

01-2232 SPAHN & ROSE LUMBER CO

I 201703315528		KEYS FOR CITY HALL	AP		R	4/30/2017		6.87	6.87CR	
		G/L ACCOUNT						6.87		
	001 5-650-2-65070	OPERATING SUPPLIES						6.87		KEYS FOR CITY HALL

I 201703315529		BLDG MAINT SUPPLIES	AP		R	4/30/2017		18.43	18.43CR	
		G/L ACCOUNT						18.43		
	001 5-150-2-63100	BUILDING MAINTENANCE & REPAIR						18.43		BLDG MAINT SUPPLIES

I 201703315530		SMALL TOOLS	AP		R	4/30/2017		41.26	41.26CR	
		G/L ACCOUNT						41.26		
	630 5-821-2-65053	SMALL TOOLS						41.26		SMALL TOOLS

I 201703315531		TRAILER SUPPLIES	AP		R	4/30/2017		41.46	41.46CR	
		G/L ACCOUNT						41.46		
	630 5-820-2-63500	OPERATIONAL EQUIPT MAINT & REP						41.46		TRAILER SUPPLIES

I 201703315532		BLDG MAINT SUPPLIES	AP		R	4/30/2017		10.28	10.28CR	
		G/L ACCOUNT						10.28		
	001 5-650-2-63100	BUILDING MAINTENANCE & REPAIR						10.28		BLDG MAINT SUPPLIES

I 201703315533		TRAILER SUPPLIES	AP		R	4/30/2017		27.49	27.49CR	
		G/L ACCOUNT						27.49		
	630 5-820-2-63500	OPERATIONAL EQUIPT MAINT & REP						27.49		TRAILER SUPPLIES

I 201703315534		QUICKRETE SAND MIX	AP		R	4/30/2017		34.80	34.80CR	
		G/L ACCOUNT						34.80		
	810 5-899-2-63100	BUILDING MAINTENANCE & REPAIR						34.80		QUICKRETE SAND MIX

				REG. CHECK				180.59	180.59CR	0.00
								180.59	0.00	

01-2317 T & M CLOTHING CO.

I 1701		2 SOCCER JERSEYS	AP		R	4/30/2017		44.68	44.68CR	
		G/L ACCOUNT						44.68		
	001 5-446-2-64350	UNIFORMS/EQUIPMENT						44.68		2 SOCCER JERSEYS

				REG. CHECK				44.68	44.68CR	0.00
								44.68	0.00	

PACKET: 02470 Council Mtg 040317 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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01-2574 WALMART COMMUNITY

I 092117WCC		OFFICE & MISC SUPPLIES	AP		R	4/30/2017		107.68	107.68CR	
		G/L ACCOUNT						107.68		
	001 5-525-2-65060	OFFICE SUPPLIES					103.88	OFFICE & MISC SUPPLIES		
	035 5-899-2-65900	MISCELLANEOUS					3.80	OFFICE & MISC SUPPLIES		
				REG. CHECK				107.68	107.68CR	0.00
								107.68	0.00	

01-2650 WESCO RECEIVABLES CORP

I 626105		HASTINGS GROUNDING BLANKET	AP		R	4/30/2017		1,375.58	1,375.58CR	
		G/L ACCOUNT						1,375.58		
	630 5-820-2-65302	OVERHEAD SUPPLIES					687.79	HASTINGS GROUNDING BLANKET		
	630 5-820-2-65304	UNDERGROUND SUPPLIES					687.79	HASTINGS GROUNDING BLANKET		
				REG. CHECK				1,375.58	1,375.58CR	0.00
								1,375.58	0.00	

PACKET: 02470 Council Mtg 040317 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	2,304.01CR
600	WATER OPERATING	24.48CR
630	ELECTRIC OPERATING	5,380.19CR
640	GAS OPERATING	167.36CR
810	CENTRAL GARAGE	89.67CR
835	ADMINISTRATIVE SERVICES	2,067.99CR
** TOTALS **		10,033.70CR

---- 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		10,033.70	10,033.70CR	0.00
		10,033.70	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		10,033.70	10,033.70CR	0.00
		10,033.70	0.00	

TOTAL CHECKS TO PRINT: 20

ERRORS: 0 WARNINGS: 0

AGENDA ITEM L - 2

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	4/3/2017
AGENDA ITEM:	Economic Development Office Space
ACTION:	Motion and roll call vote to approve, deny or table

SYNOPSIS: Office space for Economic Development Director

See building space spread sheet

See Legion Building Opinion of Probable Construction Cost

Recommendation from Chamber, TEDCO and Commission

City, Chamber and TEDCO currently each pay 1/3 of office space for Economic Development

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck

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

ATTACHMENTS: Spread sheet of Office space and Legion Building Opinion of Probable Construction Cost

PREPARED BY: Linda Beck

DATE PREPARED: 3/30/2017

Economic Development Office

Name of Business	Square Footage of Building	Cost	Lease	Comments
<p>Marcia Meyers 417 Cedar Street</p>	<p>575 sq. ft. front office 440 sq. ft. of middle office</p>	<p>\$500.00/month Plus \$50.00 per month for storage on 2nd floor of building next door Plus, Utilities</p>	<p>1-year lease with automatic renewal unless 30 notice is given. No increase in rent</p>	<p>Marcia stated she'd like to keep her shop of front for a few more years therefore, she'd rent the center and back office for \$425.00/month If front office is preferred Marcia would put her shop in back office</p>
<p>Kevin Krofron 313 Cedar Street</p>	<p>1950 sq. ft.</p>	<p>\$850.00 - \$900.00/month Plus, Utilities</p>	<p>Would consider a 2-year lease but would prefer a 5-year lease for a base locked in cost. After 5 years, could extend the lease year by year and there wouldn't necessarily be an increase in rent - would depend if any increases in property taxes or Insurance</p>	<p>Cost would be determined with minimum standards on the upgrade of the building - wouldn't be dry walled - building is structurally fine</p>
<p>NBC Properties 513 Cedar Street</p>	<p>2,000 sq. ft.</p>	<p>\$675.00/month Plus, Utilities</p>	<p>Rent would remain at \$675.00 for 10 years</p>	<p>Early termination provision would have to be written in the lease</p>
<p>Esbeck's 120 East 5th Street</p>	<p>2,000 sq. ft.</p>	<p>\$800.00/month Plus, Utilities - Water is paid by Esbeck's</p>	<p>Would do a 1 year least, 2-year lease or 5-year lease</p>	<p>1 year least - 2% increase in rent with renewal 2 year least - 2% increase in rent each year 5 year least - \$10.00 per month additional cost for each year</p>

AGENDA ITEM L - 2

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> Plus Mold Abatement
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	Repaint, 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

AGENDA ITEM L - 2

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	\$111,153
 GENERAL CONDITIONS		
	General Contracting Fees (10% O H and Profit is included in unit prices) 10%	\$11,115
	Project Subtotal + General Conditions	\$122,268
 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	\$146,722

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	April 3, 2017
AGENDA ITEM:	LED lights – Change Order
ACTION:	Motion to approve change order

SYNOPSIS: Roth Electric was our selected proposal to install our new LED lights at the James Kennedy Family Aquatic Center. Upon arrival on Roth Electric's first look at the LED lights they installed two LED lights on the southwest corner of the indoor pool area. They found out that the walls were 2" thick and proceeded to order hardware for the remainder LED lights to be installed on the following Sunday. On the following Sunday they found out that the walls were not a consistent thickness and had to adjust their timeline and game plan to be positive that a 70 lb. LED light not fall. Without drilling all of the holes prior to installing the LED lights no one would have known that the walls were NOT uniform thickness on both the north and south walls. Improper mounting could have led the LED lights to fall and cause more serious damage or hurt patrons.

After a couple of weeks of phone calls and ideas Roth Electric met up with Rick Achenbach with Hilti and found an epoxy to install with the LED lights. Within the next couple of days Roth Electric installed the remaining LED lights and they look fantastic!

With the additional time and effort from Roth Electric they have submitted a change order of \$1,049.79. Tim and I have reviewed the change order and everything looks good for our approval. Roth Electric have gone over and beyond and we think this is very fair adjustment.

On a side note Rick Achenbach, Hilti Company, donated his time and epoxy to this project.

BUDGET ITEM: Aquatic Center repairs

RESPONSIBLE DEPARTMENT: Aquatic Center

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

ATTACHMENTS: Roth Electric invoice/change order

PREPARED BY: Adam Spangler

DATE PREPARED: March 22, 2017



STATE LICENSED & INSURED

- Residential
- Commercial
- New Construction
- Remodels
- Trenching

FREE ESTIMATES

Don Roth
(319) 331-8011

10 Hearst Dr.
Tipton, IA 52772
www.RothElectric.net

Date	Invoice #
3/3/2017	376

Bill To	
Spangler, Adam	

Project	
Pool Lights	

Item	Quantity	Description	U/M	Rate	Amount
16 Electrical	1	Estimated labor and material to remove 20 existing lights, add 5' feet of 3/4" PVC at each light location, add 20 new junction boxes, mount the new customer supplied LED lights 5' feet lower (to gain clearance from existing hvac duct), and remove the 20 ballast from the mechanical room. This is an estimate not to exceed.		0.00 2,190.00	0.00 2,190.00
16 Electrical	1	Additional labor and material expense due to the variation of the wall thickness throughout the pool area and support issues.		1,049.79	1,049.79
----- CHANGE ORDER ----- March 13, 2017 > Added 1 16 Electrical. (+\$1,049.79) Total change to estimate +\$1,049.79 ----- Emailed 3-13-2017					

Thank you for your business.	Payments/Credits	\$0.00
Pay online at: https://ipn.intuit.com/login/qb	Balance Due	\$3,239.79

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	April 3, 2017
AGENDA ITEM:	Pump Repair – Indoor Pool
ACTION:	Motion to approve

SYNOPSIS: The indoor pool pump is in need of repair. Brian Brennan and Darren Lenz helped remove the indoor pool pump and brought it down to Tipton Electric to service.

After they looked it over they noticed that bearings, seal kit, O-ring and impeller needs to be replaced. The cost of the repair is \$1,574.64.

This pump is the only pump that runs all year long since it's a recirculation pump and the last time it was serviced was four years ago which has lasted longer than expected.

I will be at the meeting if you have any further questions.

BUDGET ITEM: 001-5-465-2-63500

RESPONSIBLE DEPARTMENT: Aquatic Center

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

ATTACHMENTS: Tipton Electric Motors Inc. invoice

PREPARED BY: Adam Spangler

DATE PREPARED: March 30, 2017

NOTICE TO BIDDERS

**CEDAR STREET WATER MAIN
REPLACEMENT
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 **1:30 P.M. on March 30, 2017**, in the office of the City Clerk, City Hall, 407 Lynn Street, City of Tipton, Iowa.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at **1:30 P.M. on March 30, 2017**, in the office of the City Clerk, Tipton City Hall, 407 Lynn Street, for consideration by the City of Tipton at its meeting at **5:00 P.M. on Monday, April 3, 2017** at the Fire Station, 301 Lynn Street. The City of Tipton reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the improvement shall be commenced immediately upon approval of the contract by the Council and 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 CEDAR STREET WATER MAIN REPLACEMENT – 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:

Trench Compaction Testing – Lump Sum; Water Main, Trenched, DIP, 6”, w/ Nitrile Gaskets – 445 LF; 1” Type K Copper Service Stub – 90 LF; 1” Service Corporation, Curb Stop, and Box – 9 EA; Connection to Existing Water Main – 2 EA; Removal of Driveway – 68 SY; Driveway, Paved PCC, 6” Thick – 68 SY; Conventional Seeding, Fertilizing, and Mulching – Lump Sum; Mobilization – Lump Sum; Traffic Control – Lump Sum.

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.

Agenda Item L - 5

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 **20 working days** from written Notice to Proceed.

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

Bryan Carney, Mayor
City of Tipton, Iowa

ATTEST:

Amy Lenz, City Clerk



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

March 30, 2017

City of Tipton
Attn: Tim Long, Interim City Manager
407 Lynn Street
Tipton, IA 52772

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

Dear Tim:

Bids for the referenced project were opened on March 30, 2017, a total of six (6) bids were received. The low bid was received from Lynch's Excavating from West Branch, Iowa, in the amount of \$44,392.00.

We have reviewed the bids, and based on that review, we recommend award of the contract to Lynch's Excavating contingent upon your approval. If awarded, please sign and date all three copies of the enclosed Notice of Award and send one to the Contractor, return one to us and keep the other for your file.

Also enclosed are the original bids and a copy of the bid tabulation for the project for your files.

If you have any questions, please contact me at 641-672-2526.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Jack Pope, P.E.

Enc: Notice of Award (3 copies)
Bid Tabulation
Original Bids

JP/al

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA

NOTICE OF AWARD

Dated March 30, 2017

TO: Lynch's Excavating
(BIDDER)

ADDRESS: 1967 Baker Avenue
West Branch, IA 52358

Contract: Cedar Street Water Main Replacement – Tipton, Iowa

Project: Cedar Street Water Main Replacement – Tipton, Iowa

OWNER's Contract No. _____

You are notified that your Bid dated March 30, 2017 for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a Contract for Cedar Street Water Main Replacement – Tipton, Iowa.

The Contract Price of your Contract is Forty Four Thousand Three Hundred Ninety Two Dollars and Zero Cents (\$44,392.00).

3 copies of each of the proposed Contract Documents (except Drawings) accompany this Notice of Award. 3 sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within 15 days of the date you receive this Notice of Award.

1. Deliver to the "Jurisdiction" three (3) fully executed counterparts of the Contract Documents. [Each of the Contract Documents must bear your signature.]
2. Deliver with the executed Contract Documents the Contract security (Bonds) as specified in the Notice to Bidders and Public Hearing and General Provisions and Covenants.

BID TAB SHEET
Cedar Street Water Main Replacement
 City of Tipton, Iowa

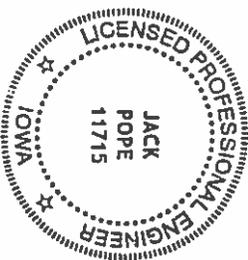
Bids received March 30, 2017
 G&A 4013337

No.	Item	Unit	Estimated Quantity	LYNCH'S EXCAVATING 1967 BAKER AVENUE WEST BRANCL, IA 52355		YORDI EXCAVATING, INC 6518 HARRISON RD SW CEDAR RAPIDS, IA 52404		TRIPLE B CONSTRUCTION 2172 SPICER AVENUE WINTON, IA 52747		MILLER TRUCK & EXCATS 3003 JOHN DEERE ROAD SILVER, IL 61282		MB CONSTRUCTION, LLC 2144 STATE HWY 16 MONTICELLO, MO 63457		TSCHIGGRIE EXCAVATING 425 JULIEN DUBUQUE DRIVE DUBUQUE, IA 52003	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	Trench Compaction Testing	LS	1	XXXX	\$ 1,800.00	XXXX	\$ 1,000.00	XXXX	\$ 1,250.00	XXXX	\$ 1,500.00	XXXX	\$ 3,000.00	XXXX	\$ 1,200.00
2	Water Main, Trenched, DIP, 6", w/ Nitrile Gaskets	LF	445	\$ 44.00	\$ 19,580.00	\$ 40.00	\$ 17,800.00	\$ 54.00	\$ 24,030.00	\$ 60.00	\$ 26,700.00	\$ 72.00	\$ 32,040.00	\$ 75.10	\$ 33,419.50
3	1" Type K Copper Service Stub	LF	90	\$ 42.50	\$ 3,825.00	\$ 20.00	\$ 1,800.00	\$ 30.00	\$ 2,700.00	\$ 108.00	\$ 9,720.00	\$ 24.00	\$ 2,160.00	\$ 86.30	\$ 7,767.00
4	1" Service Corporation, Cutb Stop, and Box	EA	9	\$ 365.00	\$ 3,285.00	\$ 1,000.00	\$ 9,000.00	\$ 950.00	\$ 8,550.00	\$ 1,000.00	\$ 9,000.00	\$ 1,220.00	\$ 10,980.00	\$ 1,200.00	\$ 10,800.00
5	Connection to Existing Water Main	EA	2	\$ 2,410.00	\$ 4,820.00	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00	\$ 3,650.00	\$ 7,300.00	\$ 3,400.00	\$ 6,800.00
6	Removal of Driveway	SY	68	\$ 12.00	\$ 816.00	\$ 25.00	\$ 1,700.00	\$ 15.00	\$ 1,020.00	\$ 15.00	\$ 1,020.00	\$ 20.00	\$ 1,360.00	\$ 10.70	\$ 727.60
7	Driveway, Paved PCC, 6" Thick	SY	68	\$ 62.00	\$ 4,216.00	\$ 65.00	\$ 4,420.00	\$ 61.00	\$ 4,148.00	\$ 80.00	\$ 5,440.00	\$ 70.00	\$ 4,760.00	\$ 53.60	\$ 3,644.80
8	Conventional Seeding, Fertilizing, and Mulching	LS	1	XXXX	\$ -	XXXX	\$ 1,000.00	XXXX	\$ 2,150.00	XXXX	\$ 2,000.00	XXXX	\$ 3,000.00	XXXX	\$ 5,800.00
9	Mobilization	LS	1	XXXX	\$ 4,200.00	XXXX	\$ 5,500.00	XXXX	\$ 3,000.00	XXXX	\$ 2,500.00	XXXX	\$ 2,000.00	XXXX	\$ 10,000.00
10	Traffic Control	LS	1	XXXX	\$ 1,850.00	XXXX	\$ 1,500.00	XXXX	\$ 1,000.00	XXXX	\$ 1,000.00	XXXX	\$ 4,000.00	XXXX	\$ 4,600.00
TOTAL, BASE BID					\$ 44,392.00		\$ 48,720.00		\$ 50,848.00		\$ 61,880.00		\$ 70,600.00		\$ 84,758.00

I hereby state that the aforementioned bid tabulation is a fair representation of those bids received March 30, 2017 for Cedar Street Water Main Replacement, City of Tipton, Iowa - 2017.

Jack Pope
 Jack Pope, P.E.

3-31-2017
 License No. 11715 (Renewal Date: 12/31/17)



**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	04-03-2017
AGENDA ITEM:	Requesting authorization to move forward with RFQs on Equipment Committee recommendations
ACTION:	Motion and second to approve, deny or table recommendation

SYNOPSIS:

Replacement of equipment that has been discussed and recommended by the Equipment Committee is a 60-90 day process. The equipment we are looking to upgrade are the following:

Unit to be replaced	Est. cost
1. 2007 Case 580SM+ Backhoe Loader. Trade difference estimate	\$54,000
2. 2005 Bobcat S250 Skidsteer Loader. “ “ “	\$30,000
3. 2000 Chevrolet 1500 ½ ton pickup. “ “	\$28,000
4. 2013 Explorer SUV Police vehicle “ “ “	\$29,500
5. Additional ½ ton pickup for Electrical Dept., Crew Cab “	\$32,000

Note: additional cost for equipment to set up the Police Car \$10,500

This request is solely to permit us to solicit quotes via state of Iowa bid and / or regional dealers. We will bring those quotes back to Council at a later date for consideration of authorization to purchase.

BUDGET ITEM: Equipment budgets allocated across all departments.

RESPONSIBLE DEPARTMENT: Public Works/Central Garage

MAYOR/COUNCIL ACTION: Motion and second to approve, deny or table the recommendation.

ATTACHMENTS:

PREPARED BY: Steve Nash

DATE PREPARED: 3-31-2017

PARK AND CITY GROUNDS AND MAINTENANCE WORKER

Reports To: Park and Recreation Director	PARK AND RECREATION DEPARTMENT / PUBLIC WORKS
City of Tipton Dept/ Division: Park and Recreation / Public Works	Adopted: _____, 2017
Salary Grade: U-4	Manager Level: Non-Manager
FLSA Status: Non-exempt; Full-time, permanent	Reports to Position: Park and Rec Director
Physical Demand Rating: Heavy Work Environment	City Overtime Status: Non-Exempt (exception hourly)
Work Environment: Uncontrolled, Outdoor	Pre-employment Testing: Drug and health screening after contingent offer
Position Testing: Knowledge & skills test, Job Fit Assessment	Personal Protective Equipment: Hand, foot, eye, head, hearing, respiratory, reflective vest, protective clothing

General Statement of Duties: Provides for mowing, landscaping and fertilizing and weeds control work and maintenance on Park, Library and other municipally owned ground, walks and recreational equipment and facilities; Maintains public bathrooms in Park and Recreational Areas; Works with other City departments including Public Works for snow and ice control (plowing) and street sweeping under the supervision of the Public Works Director, or other Departments as needed with the review and oversight of the Parks and Recreation Director.

Distinguishing Features of the Class: Works under general supervision, with considerable leeway granted for the exercise of independent judgement and initiative in carrying out Park and Recreation duties. Also works with other City Departments and employees in carrying out maintenance and repairs related to Public Works and Utilities.

Examples of Essential Work (illustrative Only)

Mows all municipal grounds, including the City Park, Disc Golf, Public Library grounds and other lawn areas at City grounds and facilities (**not** including the Cemetery or open field areas of the Airport).

Trims grass and weeds neatly around trees, sidewalks, buildings, posts, obstructions and fence lines at all facilities.

Maintains all landscaping beds and shrubbery at all City Park, Disc Golf, Public Library grounds and other lawn areas at City grounds and facilities (**not** including the Cemetery or open field areas of the Airport).

Maintains all playground and recreational equipment to meet safety standards at all City recreational facilities, including swings, shelter structures, tennis courts, and bleachers.

Maintains and cleans closed and open park shelters, including routine cleaning, painting and minor repair.

Maintains records on maintenance and work projects, keeps a weekly log of activities.

Maintains City's baseball/sports fields for league play, including turf management, mowing, dragging, and chalking.

Performs a variety of minor maintenance and repair tasks involving carpentry, painting, minor plumbing repair.

Operates riding and walk-behind mowers, sprayers and other maintenance equipment.

Serves as lead worker on park grounds and equipment maintenance, replacement or improvements.
Drives truck to plow snow, operates de-icers, snow blowers or snow shovels.
Drives truck to haul supplies, equipment and debris.
Performs general mechanical maintenance, such as checking oil and fluids levels.
Prepares and paints park and recreation buildings and equipment in minor maintenance tasks.
Performs playground equipment maintenance and safety inspections.
Maintains all playgrounds, picnic areas and other related park and recreation facilities in a clean and attractive fashion.
Oversees all facets of grounds and assists with tree maintenance for the Parks system.
Wears and properly uses all safety equipment including all personal protective and fall protection.
Performs all work duties and activities in accordance with City policies, procedures and safety practices;
Attends work regularly at the designated place and time;
Supports continuous process improvement initiatives.
Performs related work as required.

With regards to shared tasks with the Public Works and Utilities Departments:

Repairs minor turf damage caused by construction and maintenance activities.
Performs snow removal or street sweeping operations with light and heavy equipment as approved by and under the supervision of the Director Public Works or Utilities Directors.
Assists with GPS mapping of cemetery and utilities infrastructure with GPS equipment.

Required Knowledge and Abilities

Thorough knowledge of grounds maintenance, landscaping practices and knowledge to maintain park turf, plantings, shrubbery, and to assist with athletic field maintenance.
Thorough knowledge of the methods and procedures for the maintenance of playground equipment.
Maintains necessary sprayer certification and CDL vehicle operator's licensure.
Ability to properly utilize the following equipment and tools: riding and walk-behind mowers, athletic field dragging, striping and maintenance equipment, grass and weed trimmers, sprayers, brooms, sickle, hoe, shovel, plow and dump truck, snow removal equipment, hand tools, small power tools, minor painting equipment.

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE: April 3, 2017

AGENDA ITEM: Approval of a Minor Subdivision, per Chapter 170 of the City Code, "Land Subdivision"

ACTION: Motion and roll call vote to approve, table or deny

SYNOPSIS:

Kordick Surveying presented a minor subdivision plat on March 20, requesting administrative approval. This subdivision plat creates a 75' x 125' lot from a larger lot, located near the intersection of East Street at East 6th Street. The City Code at Chapter 170 does not specifically provide for Administrative Approval for minor subdivisions, so we are bringing this to the attention of the City Council for consideration and direction.

I also note that the City Code does not appear to limit the number of re-subdivisions of a given parcel, so while there is no prohibition from unlimited re-subdividing, on the face of it, this plat does not appear to create need for any additional infrastructure, street or R.O.W., therefore meeting the definition of a minor subdivision.

BUDGET ITEM:

N/A

RESPONSIBLE DEPARTMENT:

Administration, Mayor/Council; Public Works

MAYOR/COUNCIL ACTION:

Motion and roll call vote to approve, table, or deny authority for the City Manager to approve this plat.

ATTACHMENTS:

Plat.

PREPARED BY: Tim Long

DATE PREPARED: March 31, 2017

Kordick Surveying and Engineering

Richard Kordick, P.E. & L.S.

689 185th Street, Tipton, IA 52772
Email: rkordick@kordicksurveying.com
Business: (563) 432-6424 - Tipton
Business : (319) 462-4498 - Anamosa
Cell : (319) 350-9767

Letter of Transmittal

ATTENTION: Tim Long
City of Tipton

Date: 3-17-2017

Job#: 16061

RE: Plat of Survey

WE ARE SENDING YOU Attached Under Separate Cover via

- Plats Plans Specifications
 Other

COPIES	DATE	DESCRIPTION
1		Plat of Survey

=====

THESE ARE SUBMITTED as checked below:

- For Approval As Requested
 For your use For review & comment
- =====

REMARKS:

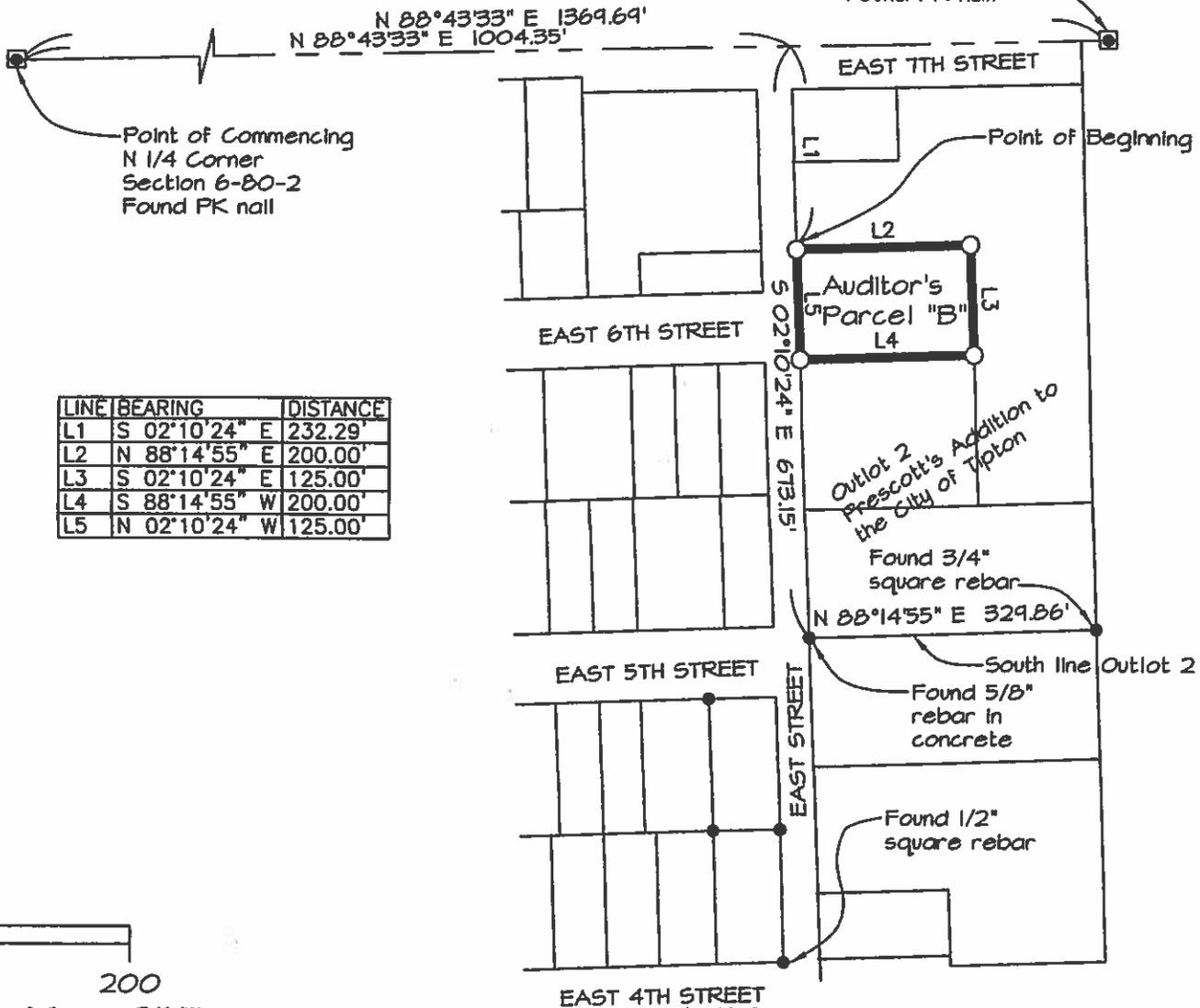
Enclosed is a copy of the Plat of Survey - Auditor's Parcel "B" lying in Outlot 2 of Prescott's Addition to the City of Tipton. Please review and approve. Please provide an approval letter to the Cedar County Auditor's Office. If you have any questions or comments, please contact me.

Thank you.

If you have any questions or comments please feel free to contact me.

SIGNED: 

NE Corner
NW 1/4 NE 1/4
Section 6-80-2
Found PK nail



LINE	BEARING	DISTANCE
L1	S 02°10'24" E	232.29'
L2	N 88°14'55" E	200.00'
L3	S 02°10'24" E	125.00'
L4	S 88°14'55" W	200.00'
L5	N 02°10'24" W	125.00'



Date of Survey: 3/6/17

DESCRIPTION

A portion of the Outlot 2 of Prescott's Addition to Tipton lying in Section 6, T. 80 N., R. 2 W., of the 5th P.M., Cedar County, Iowa, described as follows:
Commencing at a PK nail found marking the N 1/4 Corner of said Section 6;
thence N88°43'33"E - 1004.35 feet along the north line of said Section 6;
thence S02°10'24"E - 232.29 feet to a set 1/2" rebar, also being the Point of Beginning of Auditor's Parcel "B" herein described;
thence N88°14'55"E - 200.00 feet to a set 1/2" rebar;
thence S02°10'24"E - 125.00 feet to a set 1/2" rebar;
thence S88°14'55"W - 200.00 feet to a set 1/2" rebar;
thence N02°10'24"W - 125.00 feet to the Point of Beginning.
Said Parcel contains 0.57 acre.

NOTES:

- Bearing Basis is Iowa South Zone 1402 NAD83(NA 2011).
- Except as specifically stated or shown on this plat, this survey does not reflect any of the following which may be applicable to the subject real estate: Easements; building set back lines; restrictive covenants; subdivision restrictions; zoning or land use regulations; underground or overhead public utilities.

LEGEND:

- Section Corner as noted
- Found 1" square bar unless noted
- 1/2" rebar w/ red cap "Kordick 13657" set
- () Recorded dimension or Book - Page
- Section Line
- Existing Property Line
- Survey Boundary

COPY

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Richard M. Kordick
License number 13657
date
My license renewal date is December 31, 2017

PLAT OF SURVEY AUDITOR'S PARCEL 'B'	Date:	3/16/17
	Job No.:	16061 12037gps
Kordick Surveying & Engineering 689 185th Street Tipton Iowa 52779	Scale:	1"=200'
	Sht No.:	

AGENDA ITEM L- 9

**AGENDA INFORMATION
TIPTON CITY COUNCIL COMMUNICATION**

DATE:	April 3 rd 2017
AGENDA ITEM:	IAM Wind Authorized Representative and Alternate
ACTION:	Consideration and roll call vote to approve.

SYNOPSIS: This is to allow us to have representation on the IAMWIND Board. I also needed to name an alternate and I have chosen Jon Walsh. This is for the sale of the assets of IAMWIND on May 10th 2017. There should be no additional expenditures related to the sale.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Electric

MAYOR/COUNCIL ACTION: Motion for approval

ATTACHMENTS: See Form

PREPARED BY: Floyd Taber

DATE PREPARED: March 30th 2017

Designation of Authorized Representatives

AGENDA ITEM L- 9

To: Iowa Agency for Municipal Wind (IAMWind) Date: _____

From: City of Tipton, Iowa

I hereby certify that Floyd Taber is designated to serve as our Representative (Director) on the Board of IAMWind. I hereby certify that

Jon Walsh is designated as the Alternate Representative to act in the absence of the Representative.

I hereby certify that the above designated persons are qualified as provided in the Bylaws of IAMWind.

By _____ (signature)

Bryan Carney

Mayor

Contact information for Representative (Director):

Name: Floyd Taber
E-mail address: ftaber@tiptoniowa.org
Address/City/Zip: 407 Lynn St, Tipton, IA 52772
Telephone: 563-886-6187 Cell: 515-681-3458

Contact information for Alternate:

Name: Jon Walsh
E-mail address: jwalsh@tiptoniowa.org
Address/City/Zip: 407 Lynn St, Tipton, IA 52772
Telephone: 563-886-6187 Cell: 319-331-7712

