

December 18, 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: Wagner, Lenz, Armstrong, Nash, Kepford, Ratliff, Donohoe, Penrod, other visitors and the press.

Agenda:

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

Communications:

1. Mary Swan stressed her concerns with the speeding and high farm equipment traffic on North Plum Street. It needs to get stopped or someone is going to get killed. Manager Wagner suggested that she check with her neighbors and see if they are in agreeance with her and maybe start a petition.

Consent Agenda:

Motion by Boots, second by Spear to approve the consent agenda which includes the December 4th Council Meeting Minutes, Liquor License Renewals for Cedar Lanes and Tipton Country Club, November Treasurer's and Investment Reports with a date correction, December Development Director's Report, November 18th Library Minutes, November Library Director's Report, December 13th Airport Minutes, and the following Claims List. Following the roll call vote the motion passed unanimously.

AMERICAN PUBLIC POWER ASSO	MEMBERSHIP FEES	1393.68
APPARATUS TESTING SERVICES	ANNUAL PUMP CERTIFICATION	910.50
AUCA CHICAGO LOCKBOX	MATS	92.15
BARRON MOTOR SUPPLY	OPERATING SUPPLIES	68.50
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	229.99
CEDAR COUNTY CO-OP	615.97 GL UL	1490.54
CEDAR COUNTY ENGINEER	200.9 GL DSL	2115.01
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2888.00
CENTRAL IOWA DISTRIBUTING	OPERATING SUPPLIES	214.00
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	351.96
CLARENCE LOWDEN SUN-NEWS &	FAC SCHEDULE	174.00
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	1800.00
COMMUNITY INSURANCE SERVIC	ANNUAL AIRPORT LIABILITY	3437.00
CUSTOM BUILDERS INC	UPS CHARGES	139.15
D & R PEST CONTROL	PEST CONTROL	190.99
DOMTAR	14 CARTONS PAPER	576.06
EASTERN IOWA LIGHT & POWER	EAST LAGOON	890.56
FOUNTAIN TRANSMISSION SPEC	TRANSMISSION REBUILD #53	1500.00
FOX APPARATUS REPAIR & MAI	REPAIR PARTS #180	1051.19
FRIENDS OF THE ANIMALS	2 DOGS, 2 CATS	250.00
G & K SERVICES	UNIFORMS	221.49
GRAINGER	14 FOOT TWIN STEPLADDER	567.52
H & H AUTO	4 TIRES MOUNT & BALANCE #12	80.00

HAWKINS INC	CHEMICALS	1088.95
INTEGRATED TECHNOLOGY PART	MONTHLY MAINTENANCE CHARGES	3105.20
IOWA ASSOCIATION OF	EIASSO DUES	736.52
IOWA LAW ENFORCEMENT ACADE	TRAINING	150.00
IOWA ONE CALL	LOCATES	46.80
JOHNSON COUNTY AMBULANCE	ALS INTERCEPT	200.00
LAWSON PRODUCTS INC	2 PAIR GLOVES	33.84
LIFE LINE EMERGENCY VEHICL	COT BATTERIES, PLUG, REPAIRS	2014.46
LYNCH DALLAS PC	LEGAL SERVICES	414.50
MC CLURE ENGINEERING COMPA	SSES IMPROVEMENTS	11740.00
MIDWEST WHEEL COMPANIES	REPAIR PARTS #29	237.16
NOVAK AUTOMOTIVE INC.	REPAIR PARTS #163	183.35
OFFICE EXPRESS	OFFICE SUPPLIES	247.95
PHYSIO-CONTROL INC	ANNUAL MAINT AGRMNT FOR AED'S	3128.64
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	508.34
S J SMITH CO INC	REPAIR WELDER	1219.25
SANDRY FIRE SUPPLY LLC	26 HOSES	5008.14
SIMPLEXGRINELL	ANNUAL FIRE ALARM TESTING	409.09
SPINUTECH INC	DEC EMAIL MARKETING	25.00
STATE HYGIENIC LABORATORY	POOL TESTING	333.00
T & M CLOTHING CO.	45 JERSEYS/16 COACH SHIRTS	1045.00
TERRACON CONSULTANTS INC	LEMON STREET BORING SAMPLES	3343.00
THOMPSON TRUCK & TRAILER	REPAIR PARTS #30	474.56
TIPTON CONSERVATIVE	THANK YOU AD	1075.30
TIPTON ELECTRIC MOTORS	PRESSURE WASHER PARTS	60.99
TIPTON PHARMACY	PHARMACEUTICALS	351.89
TRANS IOWA EQUIPMENT	REPAIR PARTS #25	258.23
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	5.00
TREAT AMERICA FOOD SERVICE	TRAVEL TRAINING MEAL	8.51
UTILITY SALES & SERVICE IN	GAS SERVICE LINES SUPPLIES	505.80
VERMEER SALES & SERVICE IN	SIDE JACK	75.97
WENDLING QUARRIES INC	53.54 TN ROAD STONE	1448.16
WESCO RECEIVABLES CORP	OVERHEAD SUPPLIES	154.40
XEROX CORPORATION	BASE & COPY CHARGES	1447.58
** TOTAL **		61716.87
FUND TOTALS		
001 GENERAL GOVERNMENT		17,617.39
600 WATER OPERATING		1,211.84
610 WASTEWATER/AKA SEWER REVE		929.93
630 ELECTRIC OPERATING		3,421.90
640 GAS OPERATING		847.29
660 AIRPORT OPERATING		3,437.00
670 GARBAGE COLLECTION		3,421.09

740	STORM WATER	15,083.00
810	CENTRAL GARAGE	9,666.32
835	ADMINISTRATIVE SERVICES	6,081.11
	GRAND TOTAL	61,716.87

City Credit Card Statement

Card Ttl **5,440.33**

Ambulance - One Card

Misc Supplies - OTC Brands	59.96
Operating Supplies - Paypal, Lenoach & Cilek	210.95

Total Charges 270.91

City Check Out - One Card

Gun Equipment (police) - Amazon	65.70
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Total Charges 65.70

City Clerk - One Card

Travel Training - Woodfire Grill	26.00
Training - Iowa League of Cities	125.00

Total Charges 151.00

Economic Dev Director - One Card

Misc Supplies - Woodfire Grill, Tiffany's Tipton Bakery	64.27
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Total Charges 64.27

Electric - One Card

Dues - Internation Code Council	95.00
Misc Supplies - Nobbies, Walmart, AED Superstore	309.26
Operating Supplies - Walmart	88.17

Total Charges 492.43

Finance Director - One Card

Training - Iowa League of Cities	45.00
Fuel - Hy-Vee Gas	15.69
Travel Training - Brady St. Chophouse, Holiday Inn	219.97

Total Charges 280.66

Fire - One Card

Misc - Casey's	60.41
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Total Charges 60.41

Gas - One Card

Bldg Maint Supplies - Grainger	33.66
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Total Charges 33.66

JKFAC/Recreation - One Card

Operating Supplies - Walmart, Amazon, Global Industrial, Staples, Tipton Pharmacy	513.04
Operating Supplies - Sports Facilities Group	820.00

Total Charges 1,333.04

Library - One Card

Postage/Shipping - USPS	156.16
Office Supplies - Demco, Companion, Better Containers	324.27

Materials - Amazon, Walmart	918.90	
Program Supplies - Walmart, Family Foods, Demco	55.30	
Misc - Walmart	5.94	
Training - Marriott, Casey's	25.91	
Total Charges		1,486.48
Police - One Card		
Travel Training - Legends, Jethros, Stoney Creek, Bandit Burrito	299.34	
DARE Supplies - Dare Catalog	144.53	
Misc Supplies - Thin Blue Line	30.49	
Total Charges		474.36
Public Works - One Card		
Travel Training - Wendy's, Zsavooz, AmericInn, Doughy Joey's,	247.37	
Suburban Extended Stay		
Dues - Iowa DNR	80.00	
Repair Parts - Etrailer	327.00	
Operating Supplies - Staples	42.06	
	30.98	
Total Charges		727.41
Statement Total		5,440.33

Old Business:

1. Discussion and Possible Action Concerning Committee's Recommendation for the Selection of an Engineering Firm for the Hwy 38/Cedar Street Project and Inviting the Presentation of an Agreement for the City's Review Motion by Spear, second by Leeper to recommend the hiring of IIW Engineers and Surveyors for the Hwy 38/Cedar Street Project and inviting the presentation of an agreement of the City's review. Following the roll call vote the motion passed unanimously.

2. Discussion and Possible Action Concerning the Selection of Street Work Projects and Approval of the Form of Contract for an Engineering Agreement (with Final Version Subject to City Manager and/or City Attorney Review) and Authorizing Mayor and City Clerk to Execute the Agreement When Ready Motion by Boots, second by Leeper to approve the project scenario that includes South Street (Cedar to Lemon) with the alternate 1000 feet west of Lemon Street, 500 feet of Old Muscatine Road, and Lynn Street from 3rd to 4th Street. Following the roll call vote the motion passed unanimously.

In addition, motion by Boots, second by Anderson to approve the form of contract and direct Garden and Associates to fill in the blanks that describe the project. Then, subject to the city manager's and/or city attorney's review, the Mayor and City Clerk can execute it and the agreement will not have to come back to the council.

New Business:

1. Ordinance No. 562: An Ordinance Amending Chapter 25 "Development Commission," Sections 25.01 Through 25.04 of the City Code Ordinances

Motion by Anderson, second by Spear to approve the first reading of Ordinance No. 562, amending Chapter 25 of the Tipton Development Commission Ordinance. Following the roll call vote the motion passed unanimously.

2. Discussion and Possible Consideration to Approve 2018 Proposed Budget Schedule

Motion by Boots, second by McNeill to approve the 2018 proposed budget schedule calendar and timeline. Following the roll call vote the motion passed unanimously.

3. Discussion and Possible Action Concerning Purchasing Authority for an Aerial Fire Truck if a Favorable Situation Presents Itself on Short Notice (Scott Donohoe)

Motion by Anderson, second by Leeper to approve that if a short notice purchase situation arises, that, as long as all the certifications are done and contact is made with the Mayor and Manager, and that it is no more than \$20,000, it can be approved. Following the roll call vote the motion passed unanimously.

4. Discussion and Possible Consideration to Approve Shared Leave Policy

Motion by Spear, second by Boots to approve the revised shared leave policy. Following the roll call vote the motion passed unanimously.

Reports of Mayor/Council/Manager/Department Heads:

Council

Councilmember Leeper stressed his concerns about the safety of kids crossing at 6th and Cedar Street. He would like to see if it would be possible to get volunteer crossing guards at that intersection before and after school. Police Chief Kepford stated that is a great idea, but a big liability. The school kids are encouraged to use the cross walk at 5th and Cedar Street for their extra safety. The school has done all they can by bussing kids back and forth to the schools before and after school.

Director of Public Works Nash shared a memo regarding staffing in the Public Works Department. It is Nash's hope that this year's budget process will look seriously at additional employment in Public Works. Two employees retired in 2015 and only one was filled. Nash proposes a rehiring of a City Worker II for the other employee lost in May 2015.

Adjourn:

With no further business to come before the council a motion to adjourn was made by Leeper, second by Spear. Following the roll call vote the motion passed unanimously.
Meeting adjourned at 6:33 p.m.

Mayor _____

Attest: _____
City Clerk

REVENUE RECEIVED

November, 2017

Property Taxes	66,069.56
Local Option Sales Tax	26,279.21
Licenses & Permits	3,542.50
Use of Money and Property	30,968.28
Intergovernmental	41,567.58
Charge for Services	432,948.73
Special Assessment	1,870.00
Miscellaneous	59,699.19
Sale of Fixed Assets	0.00
TOTAL	\$662,945.05

