

April 2, 2018  
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, Leeper, Anderson, Spear and McNeill. Also present: Wagner, Armstrong, Lenz, Kepford, Beck, Nash, Taber, Ratliff, Spangler, B. Brennan, Donohoe, K. Johnson, 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:**

Irene Wood expressed her concerns about the current condition at the cemetery.

**Consent Agenda:**

Motion by Spear, second by McNeill to approve the consent agenda which includes the March 19<sup>th</sup> Council Meeting Minutes, February 27<sup>th</sup> Library Minutes, February Library Director's Report, March 21<sup>st</sup> Airport Minutes, Liquor License Renewal for Walmart, and the following Claims List. Following the roll call vote the motion passed unanimously.

ACTION SERVICES INC	PORT A POTTIE SERVICES	335.00
ALTEC INDUSTRIES INC	RADIO REPAIRS	889.81
APPLE INC	2 IPADS	756.00
AUCA CHICAGO LOCKBOX	MATS	123.50
CASCADE ENGINEERING	108 GARBAGE/RECYCLE BINS	5418.50
CEDAR COUNTY EMS ASSOCIATI	EMS TRAINING	286.48
CENTRAL IOWA DISTRIBUTING	OPERATING SUPPLIES	180.20
CINTAS CORPORATION	FIRST AID SUPPLIES	293.06
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	360.36
CUSTOM HOSE AND SUPPLIES I	PARTS #30	61.21
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	107.46
ENERGY ECONOMICS INC	GAS METER SUPPLIES	554.53
FAMILY FOODS	SUPPLIES FOR TRUSTEES	
FRIENDS OF THE ANIMALS	MEETING	382.50
G & K SERVICES	7 CATS	350.00
GARDEN & ASSOCIATES INC	UNIFORMS	221.49
GRAINGER	2018 STREET IMPROVEMENTS	11460.07
H & H AUTO	OPERATING SUPPLIES	62.04
HAWKINS INC	TIRE REPAIR #52	293.20
INTEGRATED TECHNOLOGY PART	WATER PLANT CHEMICALS	438.20
JOHNSON COUNTY AMBULANCE S	TECH SERVICES	595.00
KELTEK INCORPORATED	ALS INTERCEPT	200.00
LAWSON PRODUCTS INC	IPAD MOUNT	164.73
M & K ELECTRIC	SHOP SUPPLIES	45.00
MASTER MEDICAL EQUIPMENT	REPAIR RUNWAY LIGHTS	584.16
MISC. VENDOR	AED WALL CABINET	520.00
	SIGMA-ALDRICH INC:LAB TEST	52.09

MUNICIPAL SUPPLY INC	KIT	
OFFICE EXPRESS	SOFTWARE SUPPORT RENEWAL	1950.00
PCM	OFFICE SUPPLIES	188.45
POWER LINE SUPPLY	IPAD KEYBOARD	68.98
PRAXAIR DISTRIBUTION INC	METER SUPPLIES	706.67
QC ANALYTICAL SERVICES LLC	OXYGEN	40.57
SCHIMBERG CO	WASTEWATER TESTING	1588.00
SHERMCO INDUSTRIES INC	OPERATING SUPPLIES	276.25
SKARSHAUG TESTING LAB	MISO CERTIFICATION WORK	2240.00
STOREY KENWORTHY/MATT PARR	CLEAN/TEST GLOVES	119.94
T & M CLOTHING CO.	UTILITY BILLS	1014.77
THOMPSON TRUCK & TRAILER	310 SOCCER JERSEYS	4135.40
TIPTON ELECTRIC MOTORS	PARTS #5 & #21	410.29
TIPTON PHARMACY	LAGOON MOTOR REPAIRS	319.98
UTILITY SAFETY AND DESIGN	PHARMACEUTICALS	194.00
UTILITY SALES & SERVICE IN	VERIFY GAS MAIN SIZING	300.00
VERMEER SALES & SERVICE IN	GAS SERVICE LINE SUPPLIES	1089.24
WALMART COMMUNITY	SNOW BUCKET RENTAL	375.00
WATEROUS COMPANY	MISC	133.92
ZEP SALES & SERVICE	PARTS #182	128.05
** TOTAL **	SHOP SUPPLIES	110.68
FUND TOTALS		40124.78
001 GENERAL GOVERNMENT		9,272.94
110 ROAD USE TAX FUND		11,460.07
600 WATER OPERATING		1,094.97
610 WASTEWATER/AKA SEWER REVE		2,163.02
630 ELECTRIC OPERATING		5,234.33
640 GAS OPERATING		3,040.23
660 AIRPORT OPERATING		584.16
670 GARBAGE COLLECTION		5,646.20
810 CENTRAL GARAGE		1,322.45
835 ADMINISTRATIVE SERVICES		306.41
GRAND TOTAL		40,124.78

**City Credit Card Statement**

Card Ttl **7,787.06**

**Ambulance - One Card**

Dues - National Registry EMT, IDPH Regulatory Programs	25.00
Travel Training - Marriott	145.60
Training - National Academy of Ambulance Compliance	130.00

**Total Charges**

**300.60**

**City Check Out - One Card**

Misc Supplies - Pizza Hut, Subway, Country Club, DQ, Caseys, Family Foods, D'Alicias, Hardees, T Becks	375.00
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Travel Training - Legends, Jethros, Bandit Burrito, Caseys, Icafe,	111.49	
Draughthouse, Offutt Dodge Retail Store, Pancheros, Sonic		
Fuel - Casey's	33.64	
<b>Total Charges</b>		<b>520.13</b>
<b>City Clerk - One Card</b>		
Training - Iowa Water Environment	75.00	
<b>Total Charges</b>		<b>75.00</b>
<b>Economic Development - One Card</b>		
Misc Supplies (Industrial Luncheon) - Caseys	24.60	
Misc Supplies (4th of July mtg.) - Caseys	39.02	
<b>Total Charges</b>		<b>63.62</b>
<b>Electric - One Card</b>		
Misc Supplies - Walmart, Advance Auto Parts	82.58	
<b>Total Charges</b>		<b>82.58</b>
<b>Finance Director - One Card</b>		
Misc Supplies - Country Club, Amazon	729.99	
<b>Total Charges</b>		<b>729.99</b>
<b>Fire - One Card</b>		
Computer Supplies - Walmart	51.75	
Small Tools - The Fire Store	965.23	
<b>Total Charges</b>		<b>1,016.98</b>
<b>Gas - One Card</b>		
Office Supplies - Paypal	-89.94	
Operating Supplies - Airgas	550.43	
Training - Northeast Iowa Community College	199.00	
Bldg Maint Supplies - Plumb Supply Company	69.34	
<b>Total Charges</b>		<b>728.83</b>
<b>JKFAC/Recreation - One Card</b>		
LTS Facility Fee - American Red Cross	300.00	
Bldg Maint Supplies - Grainger, Walmart	46.42	
Office Supplies - Walmart	47.94	
Concessions - Walmart	25.18	
<b>Total Charges</b>		<b>419.54</b>
<b>Library - One Card</b>		
Postage/Shipping - USPS	160.78	
Misc Supplies (omni-counter) - Traf-Sys	409.00	
Materials - Amazon, Walmart	795.90	
Program Supplies - Family Foods, Demco, OTC Brands	439.51	
Tech Supplies - Amazon, Faronics	163.99	
Training Supplies - Monty's	11.50	
<b>Total Charges</b>		<b>1,980.68</b>
<b>Police - One Card</b>		
Postage/Shipping - USPS	27.10	

Fuel - The Mill BP	29.44	
Travel Training - Legends, Jethros, Culvers, Pancheros, KFC, Draughthouse, Stoney Creek Inn	386.46	
Misc Supplies - Innocorp, Sirchie Finger Print Lab, Amazon	729.62	
Operating Supplies - Target Sports USA	486.55	
Training - Milwaukee Honor Guard Clinic	150.00	
<b>Total Charges</b>		<b>1,809.17</b>
<b>Public Works - One Card</b>		
Parts (#54) - Emergency Vehicle, Amazon	59.94	
<b>Total Charges</b>		<b>59.94</b>
<b>Statement Total</b>		<b>7,787.06</b>

PAYROLL EXPENSE FOR MARCH 2018 \$222,905.28

**Public Hearing:**

1. Public Hearing for 2018 Street Improvement Project  
 Motion by Boots, second by Leeper to open the public hearing for 2018 Street Improvement Project, at 5:33 p.m.  
 Following the roll call vote the motion passed unanimously.  
 With no written or oral objections, a motion was made by Boots, second by Leeper to close the public hearing at 5:38 p.m. Following the roll call vote the motion passed unanimously.

**Mayoral Proclamation:**

1. Mayor Carney read a proclamation recognizing Earth Day Weekend. It will be acknowledged in Tipton, on Friday, April 20<sup>th</sup> through Sunday, April 22<sup>nd</sup>, with many activities taking place.

**Old Business:**

1. Fireworks Display Bids  
 Motion by Boots, second by Leeper to approve the fire departments bid of \$10,500 to purchase, shoot and clean up fireworks, pending manpower request at the fire meeting on Tuesday, April 3<sup>rd</sup>. Following the roll call vote the motion passed unanimously.

2. Nan02 Pilot Study Update  
 Water/Wastewater Superintendent Brennan shared data from the Nan02 Pilot Study that is through the third week. The ammonia is down, but Brennan would like to see it much lower. The phosphorus is down. The BOD (biochemical oxygen demand) climbed, but it is not outside of the limits. The water clarity is consistent with the other lagoon. LM Technology would like to extend the study for two more weeks at no charge. A contract was wrote-up and signed for the extension. The study will now go until about April 15<sup>th</sup>.

**New Business:**

1. City Health Insurance Package  
 Motion by McNeill, second by Leeper to approve Proposed Plan Option 1 – BCBS. The annual increase will be 10.17%. Following the roll call vote the motion passed unanimously.

2. Change of Health Insurance Agent/Plan Administrator  
 Motion by McNeill, second by Spear to approve the request to switch from Group Services, the City's current health insurance administrator, to Benefit Solutions. Following the roll call vote the motion passed unanimously.

3. Resolution 040218A: Resolution Supporting the Designation of Highway 130 (within Tipton's City Limits) as "Specialist 5 Gary L Hein Memorial Highway"  
 Motion by Boots, second by Leeper to approve Resolution 040218A, the resolution supporting the designation of Highway 130 (within Tipton's city limits) as "Specialist 5 Gary L Hein Memorial Highway". Following the roll call vote the motion passed unanimously.

4. Garbage Exemption Ordinance Change

Motion by Leeper, second by McNeill to approve amending the garbage ordinance that pertains to garbage exemption. The amended ordinance will change to read, "Where there is a multiple utility billing in the same name and where one of the locations does not produce garbage or trash, then upon the filing of a verified application, the City Council by specific action can exempt additional locations from the service charge." Following the roll call vote the motion passed unanimously.

5. Ball Diamond Fencing in Park

Motion by Boots, second by McNeill to accept the bid from Century Fence, in the amount of \$6,129.00, to install the ball diamond fencing at the diamond by the soccer fields. Following the roll call vote the motion passed unanimously.

6. DRIP (Downtown Revitalization Incentive Program) Request, Touch of Class

Motion by McNeill, second by Anderson to approve the DRIP request from Doreena Crock, with the Touch of Class, in the amount of \$5,161.00, for exterior work to her building. Following the roll call vote the motion passed unanimously.

7. Water Leak Detection Proposal

Motion by Leeper, second by Anderson to approve the water leak detection proposal from Westrum Leak Detection, in the amount of \$2,500.00. Following the roll call vote the motion passed unanimously.

8. Goal Setting Session Results for 2018

Manager Wagner reviewed the updates in the "Givens" (things we know we want to do) category. The category includes the following:

- Updating employee handbook.
- Revamping of DRIP funding requirements and qualifications to broaden scope of businesses able to use the funding/Utilize TIF money for downtown improvements and identify potential areas where developers are able to use the same to build affordable housing.
- Establishing City funded revolving loan fund to assist local businesses/Set up fund for all commercial businesses to use, like was discussed in committee.
- Sewer and water rate adjustments.
- Review rates for electric and gas.
- James Kennedy Family Aquatic Center repairs.
- Wastewater Treatment Plant improvements – per Iowa DNR directives.

The "Initiatives and Programs" updates will be reviewed at the April 16<sup>th</sup> Council Meeting. And, the "Capital Improvements Projects" updates will be reviewed at the May 7<sup>th</sup> Council Meeting.

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

**Department Heads**

Electric Superintendent Taber gave an update on the Omnibus Energy Bill. He thanked the council for contacting Bobby Kaufmann and asking to remove provisions or kill the bill before it passes by the House. We cannot recover transmission overcharges if the bill passes.

**Adjourn:**

With no further business to come before the council a motion to adjourn was made by Leeper, second by McNeill. Following the roll call vote the motion passed unanimously. Meeting adjourned at 6:42 p.m.

Mayor\_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk