

June 18, 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, Spear and McNeill. Absent: Anderson. Also present: Wagner, Armstrong, Lenz, Taber, Penrod, B. Brennan, Nash, Kepford, Ratliff, K. Johnson, T. 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:

1. Ashley Shiwarski with National League of Cities (NLC) Service Line Program spoke about their program that addresses aging private infrastructure for homeowners. It is a service warranty program that covers exterior water lines, exterior sewer lines and in-home plumbing. NLC only uses local area contractors to do any repairs. NLC does a free public awareness campaign by mail to get the information about their program out to homeowners. There is no cost to the City to participate.
2. Mary Swan spoke of her concerns about the variance being approved at 1114 Plum Street.
3. Charline Thumm thanked the City for working with the Cedar County Board of Supervisors on the Muscatine Road Street Improvement.
4. Jason Harmon shared accurate and up to date square footage information about his lot regarding his home and proposed building at 1114 Plum Street.

Consent Agenda:

Motion by Spear, second by McNeill to approve the consent agenda which includes the June 4th Council Meeting Minutes, May Investment & Treasurer's Report, Liquor License renewal for Family Foods, Cigarette/Tobacco/Nicotine/Vapor License Renewals for July 1, 2018, and the following Claims List. Following the roll call vote the motion passed unanimously.

10-8 VIDEO	PARTS #52 & #54	447.95
ACTION SERVICES INC	PORT A POTTIE SERVICES	356.25
BARRON MOTOR SUPPLY	PARTS #67	29.22
BINNS & STEVENS	DUST CONTROL APPLIED	401.40
BOB RICKARD	ROLLED 3 BALL DIAMONDS	250.00
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	353.15
BUSINESS RADIO SALES AND	CABLE	18.81
CEDAR COUNTY CO-OP	FUEL DISCOUNT	3532.10
CEDAR COUNTY ENGINEER	15 GL DSL	1605.50
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2859.50
CINTAS LOC	UNIFORMS	472.49
CLARENCE LOWDEN SUN-NEWS	FAC SCHEDULE	348.00
CONCAST	BOX PAD	1254.69
CUSTOM BUILDERS INC	UPS CHARGES	232.46
D & R PEST CONTROL	PEST CONTROL	190.99
EASTERN IOWA LIGHT & W	EAST LAGOON	1241.73

ELIJAH ENTERPRISES	OXYGEN	33.88
ERIC STORJOHANN	GRAVE OPENING A GARMON	1550.00
FAMILY FOODS	SUPPLIES	63.43
FARNER-BOCKEN COMPANY	CONCESSIONS & SUPPLIES	1793.78
FELD FIRE	VEHICLE OPERATIONS	11816.96
H.D. CLINE COMPANY	FILTERS #18	186.00
HASTY AWARDS	112 TBALL MEDALS	268.82
HAWKINS INC	CHEMICALS	3336.84
IMAGE TREND INC	ANNUAL SOFTWARE FEE	1080.00
INTEGRATED TECHNOLOGY PA	TECH SERVICES	3359.95
IOWA CITY LANDSCAPING & IOWA CITY/COUNTY MANAGEM	6 TREES	648.74
IOWA ONE CALL	MEMBERSHIP DUES	150.00
IOWA PRISON INDUSTRIES	LOCATES	124.20
IWI MOTOR PARTS	AED TRAINERS, VHF REPEATERS	352.80
KIRKWOOD COMMUNITY COLLE	PARTS #53 & #67	329.39
KUNDE OUTDOOR EQUIPMENT	BLS RENEWALS	99.00
LANDS' END BUSINESS OUTF	OPERATNG SUPPLIES	279.27
LATHAM & ASSOCIATES INC	RETURN 8 OFFICE SHIRTS	746.48
MANATTS INC	RATE UPDATE	1500.00
MASTER MEDICAL EQUIPMENT	4 CY CONCRETE PARK	482.00
MC CLURE ENGINEERING COM	MEDICAL SUPPLIES	135.00
MIDWEST SAFETY COUNSELOR	ANALYSIS,PLAN,STRATEGY, STUDY	6040.00
MISC. VENDOR	INSTRUMENT CALIBRATION	90.00
MUNICIPAL SUPPLY INC	SIMPLY SOOTHING:BUG REPELLENT	43.94
NEWPORT GROUP INC	BLUE MARKING PAINT	99.60
O'ROURKE MOTORS INC	CONSULTING SERVICES	170.00
PCM/TIGERDIRECT	PANEL - FINISH #54 COMPUTER & OFFICE SUPPLIES	178.28
PEPSI-COLA	DRINK ORDER	977.95
POWER LINE SUPPLY	OVERHEAD SUPPLIES	1504.51
QC ANALYTICAL SERVICES L	WASTEWATER TESTING	13675.04
RC SYTEMS INC	OPERATING SUPPLIES	1951.00
REPUBLIC SERVICES OF IOW	RECYCLING SORT FEES	325.00
RESCO	UNDERGROUND SUPPLIES HAZARDOUS WASTE	1136.65
RFC	DISPOSAL	267.50
SEAN PAUSTIAN	NEW AMB OFFICE FRAMING	445.66
SHIELD TECHNOLOGY CORPOR	ANNUAL SUPPORT	700.00
SPAHN & ROSE LUMBER CO	BLDG MAINT SUPPLIES - AMB	2010.00
		1560.26

SPINUTECH INC	JUNE EMAIL MARKETING	25.00
STAATS	75 SWIM CLUB RIBBONS	44.25
STATE HYGIENIC LABORATOR	POOL TESTING	65.00
STOREY KENWORTHY/MATT PA	PINK DOOR HANGERS	353.83
STUART C IRBY CO	UNDERGROUND SUPPLIES	2658.95
T & M CLOTHING CO.	107 LIFEGUARD/STAFF ATTIRE	1242.50
THE CTK GROUP	TRAINING	395.00
TIPTON CONSERVATIVE	CITY WIDE GARAGE SALES	1591.07
TIPTON ELECTRIC MOTORS	POOL PARTS	1905.35
TIPTON GREENHOUSE	PARK SUPPLIES	62.75
TIPTON PHARMACY	PHARMACEUTICALS	345.46
TIPTON STRUCTURAL FABRIC	REPAIR BANNER BRACKETS	141.94
TRANS IOWA EQUIPMENT	REPAIR PARTS #25	1062.01
UNIFORM DEN INC	5 VESTS	1962.50
USA BLUE BOOK	OPERATING SUPPLIES	869.40
WENDLING QUARRIES INC	101.16 TN RD STONE	1011.63
XEROX CORPORATION	BASE & COPY CHARGES	1268.69
** TOTAL **		88111.50

FUND TOTALS

001 GENERAL GOVERNMENT		40,871.92
600 WATER OPERATING		1,625.98
610 WASTEWATER/AK REVE		3,359.99
630 ELECTRIC OPERATING		20,808.13
640 GAS OPERATING		464.84
660 AIRPORT OPERATING		17.53
670 GARBAGE COLLECTION		4,156.77
740 STORM WATER		6,040.00
810 CENTRAL GARAGE		7,382.25
835 ADMINISTRATIVE SERVICES		3,384.09
GRAND TOTAL		88,111.50

City Credit Card Statement

Card Ttl **11,068.52**

Ambulance - One Card

Bldg Maint Supplies - Walmart, Paypal, Lowes	387.98
Postage/Shipping - USPS	24.90
Travel Training - Spaghetti Works, Hilton Hotels	461.77
Operating Supplies - Paypal	190.00

Total Charges

1,064.65

City Check Out - One Card

Uniform Attire - Amazon	366.54
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	Total Charges	366.54
City Clerk - One Card		
Training - Iowa League of Cities	50.00	
		50.00
Economic Development - One Card		
Meeting Supplies - Tiffany's Tipton Bakery	15.10	
		15.10
Electric - One Card		
Misc Supplies - Walmart	42.20	
		42.20
Finance Director - One Card		
Misc Supplies - Macromedia	179.88	
Training - Iowa League of Cities	395.00	
		574.88
Fire - One Card		
Bldg Maint Supplies - Amazon, Welter Storage, Lowes, Walmart, Menards	692.56	
Vehicle Operations - Amazon, SuperATV	502.06	
		1,194.62
Gas - One Card		
Repair/Maint Supplies (FAC) - Products Inc.	509.30	
Ink Cartridges for printer plotter - Paypal	127.18	
	127.19	
	127.18	
		890.85
JKFAC/Recreation - One Card		
Operating Supplies - Beacon Athletics	391.23	
Operating Supplies - Amazon	35.00	
Concessions - Walmart, Amazon	30.70	
Travel Training - Coralville Parking	10.00	
Lifeguard Swimsuits - Swim Outlet, Amazon	1,311.06	
		1,777.99
Library - One Card		
Postage/Shipping - USPS	164.36	
Misc Supplies - Walmart	12.43	
Materials - Amazon, Walmart	923.04	
Program Supplies - Walmart, Coral Ridge Ice Rink, McDonalds,	2,527.37	
Hobby Lobby, Family Foods, Staples, Chick Fil A, Book Depot,		
Costco, Iowa Children's Museum, Marcus Theatres, Amazon, OTC Brands,Whitey's Ice Cream		
Office Supplies - Walmart, Demco	89.77	
Dues - Amazon	99.00	
Tech Services - Microsoft	99.99	
		3,915.96
Police - One Card		
Training - Iowa Police Chiefs Association, Iowa League of Cities	210.00	

Travel Training - Four Points Hotel, Cedar Rapids Parking	287.00	
Misc Supplies - Family Foods	30.98	
Office Supplies - Laser Labs	99.90	
Fuel - North Bay Citgo	39.36	
Total Charges		667.24
Public Works - One Card		
Training - Kirkwood	270.00	
Small Tools - Harbor Freight Tools, Snap On Tools	238.49	
Total Charges		508.49
Statement Total		11,068.52

Mayoral Proclamation:

1. Home Rule 50th Anniversary
Mayor Carney read the Home Rule 50th Anniversary Proclamation aloud.

Old Business:

1. Ordinance No. 565: An Ordinance Amending City Code of Ordinances, Chapter 24 Airport Committee, Section 24.02.1 "Composition; Appointment; Term; Vacancies" (Second Reading)
Motion by Leeper, second by Spear to pass the second reading of Ordinance 565: An Ordinance Amending City Code of Ordinances, Chapter 24 Airport Committee, Section 24.02.1 "Composition; Appointment; Term; Vacancies".
Following the roll call vote the motion passed unanimously.
2. Mayoral Appointment of a Downtown Parking Study Committee
Motion by Spear, second by Boots to approve the Mayoral appointment of Judy Jenkins, Cody Montgomery and Penny Pratt to serve on the Downtown Parking Study Committee. Following the roll call vote the motion passed unanimously.

New Business:

1. Presentation of SSES Improvements Report (aka I & I Study) and DNR Compliance Update by McClure Engineering
Alex Potter and Derick Anderson with McClure Engineering gave an update on the work that has been done so far since 2016, for our wastewater collection and treatment planning. They stated that the City needs to put together an integrated plan for the DNR.
2. Lynch Dallas' Proposal to Perform a Training Session for the Zoning Board of Adjustment
Motion by McNeill, second by Leeper to approve Lynch Dallas to perform a training session for the Zoning Board of Adjustment at a cost of approximately \$750. Following the roll call vote the motion passed unanimously.
3. Resolution 061818A: Resolution Authorizing the Mayor's Signature Stating the City of Tipton's Participation in the Cedar County Solid Waste Disposal 28E Agreement
Motion by Boots, second by Leeper to approve Resolution 061818A, the resolution authorizing the Mayor's signature stating the City of Tipton's Participation in the Cedar County Solid Waste Disposal 28E Agreement. Following the roll call vote the motion passed unanimously.
4. Purchase of 2-inch and 4-inch Plastic Pipe for Gas Main Extension to Rural Subdivision
Motion by Leeper, second by Boots to approve the purchase of 2-inch and 4-inch gas pipe from Stuart C. Irby Co, in the amount of \$41,100, for the gas main extension to the rural subdivision two miles southwest of Tipton. Following the roll call vote the motion passed unanimously.
5. Personnel Committee Recommendations to Create a Supplemental Pay Schedule for Specific Situations
Motion by Spear, second by McNeill to approve creating a supplemental pay schedule for the following specific situations:

Supplemental Pay Schedule

City of Tipton

Position:	Annual Pay:
1.) Backup Water/Wastewater Operator <i>(Water Treatment 1, Water Distribution 1, and Wastewater Distribution 1)</i>	\$1500
2.) Zoning/Inspections	TBD
a.) The City Council reserves the ability to modify this schedule in any way and at any time.	
b.) There will be only one person at any time that will receive supplemental pay for a supplemental position.	
c.) If someone is hired for a position whose job description specifically covers the duties listed above, the supplemental pay for the above will end.	
d.) Supplemental pay will be paid out in halves at the end of each 6 months of performing these duties.	
e.) At this point in time, the supplemental position for "Zoning/Inspections" would not be compensated because it is currently covered in an existing job description in the Electric Department. It is listed above as a future possibility for supplemental pay Because it is not a natural match with other City of Tipton job descriptions.	

Following the roll call vote the motion passed unanimously.

6. Equipment Committee Recommendations to Create Bid Specs and Determine Final Prices on a List of Equipment Items

Motion by Spear, second by McNeill to approve creating bid specs and determine final prices on a list of the following equipment items:

Plow/Dump truck, replace #26 freightliner.	Estimate: \$130-140 K
1 Ton Dually truck, replace #43 sell #15, Gas dept.	Estimate: \$40-50 K
Garbage truck, keep #30 as backup.	Estimate: \$210-230 K
Hydro excavator, all departments.	Estimate: \$50-75 K

Following the roll call vote the motion passed unanimously.

7. Kluesner Quote for Street Maintenance, Crack Sealing

Motion by Boots, second by Spear to check on some more quotes from other companies and only approve the quote from Kluesner Construction for asphalt repair and crack sealing in the amount of \$27,711.54, if it remains the lowest.

Following the roll call vote the motion passed unanimously.

8. Selling 1974 Cemetery Truck and Disc Mower

Motion by Leeper, second by McNeill to approve selling the 1974 Cemetery truck at a minimum of \$100, and the disc mower. Following the roll call vote the motion passed unanimously.

9. No One Fights Alone 5K, July 4th

Motion by Boots, second by Spear to approve the No One Fights Alone 5K on July 4th. Following the roll call vote the motion passed unanimously.

10. Mayoral Appointment of Stuart Clark to the Development Commission

Motion by Boots, second by McNeill to approve the Mayoral appointment of Stuart Clark to the Development Commission as a TEDCO Representative. Following the roll call vote the motion passed unanimously.

11. Mayoral Appointments to the Airport Committee

Motion by Spear, second by Boots to approve Mayoral appointment of Sandy Gleaves, Scott Pearson, Jim Rohlf, Jamie Myers and Rick Sawyer to the Airport Committee. Following the roll call vote the motion passed unanimously.

Reports of Mayor/Council/Manager/Department Heads

Department Heads

Director of Public Works Nash gave an update on the South Street and Lemon Street projects.

Water/Wastewater Superintendent Brennan stated that he has looked into possible rate increases for water and sewer. The last increase was in 2013.

Manager Wagner shared for Economic Development Director Beck that all the arrangements have been made for the council's role in the 4th of July parade, and please report behind the Courthouse at 9:30 a.m.

Closed Session

Closed Session, Pursuant to Iowa Code Chapter 21.5(1)I, the City Council may enter in closed session, "to discuss the City Manager's performance evaluation." Motion by Leeper, second by Spear to adjourn from regular session to closed session pursuant to Iowa Code Chapter 21.5(1)I, the City Council may enter in closed session, "to discuss the City Manager's performance evaluation", at 7:28 p.m. Following the roll call vote the motion passed unanimously.

Roll call to return to regular session:

The council reconvened to regular session from closed session at 7:43 p.m., with the following council member's present: Leeper, McNeill, Boots, and Spear. Also present: Armstrong and Lenz.

Motion by Spear, second by Leeper to approve City Manager Wagner's one-year performance evaluation. Following the roll call vote the motion passed unanimously.

Adjourn:

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

Meeting adjourned at 7:44 p.m.

Mayor _____

Attest: _____
City Clerk

REVENUE RECEIVED

May, 2018

Property Taxes	40,909.59
Local Option Sales Tax	23,425.99
Licenses & Permits	2,725.00
Use of Money and Property	31,720.92
Intergovernmental	41,188.99
Charge for Services	660,271.03
Special Assessment	0.00
Miscellaneous	114,172.82
Sale of Fixed Assets	0.00
TOTAL	\$914,414.34