

October 15, 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, McNeill, Anderson and Spear. Also present: Wagner, Armstrong, Lenz, Nash, Taber, Kepford, Beck, B. Brennan, Donohoe, K. Johnson, Walsh, other visitors and the press.

Agenda:

Motion by Boots, second by McNeill to approve the agenda with an amendment to add Change Order No. 2 to Item J-2 under New Business. Following the roll call vote the motion passed unanimously.

Consent Agenda:

Motion by Anderson, second by Spear to approve the consent agenda which includes the October 1st Council Meeting Minutes, October 1st Work Session Minutes, October 4th Special Session Minutes, September 12th and October 10th Airport Minutes, September 2018 Treasurer's and Investment Report, Liquor License Renewal for Tavern on the Square and the following Claims List. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	AGREEMENT	1340.55
AFFINITECH INC	DOOR LOCK CONTROLLER	2152.00
ALBAUGH PHC INC	TOILET REPAIRS	109.00
APGA	MEMBERSHIP DUES	1282.38
AUCA CHICAGO LOCKBOX	MATS	193.22
BARRON MOTOR SUPPLY	REPAIR PARTS #53	8.42
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	337.94
BUSINESS RADIO SALES AND S	PAGER REPAIR	258.40
CEDAR COUNTY CO-OP	FUEL DISCOUNT	3342.38
CEDAR COUNTY ENGINEER	36.7 GL DSL	1427.74
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2718.00
CENTRAL IOWA DISTRIBUTING	SHOP SUPPLIES	95.00
CINTAS CORPORATION	FIRST AID SUPPLIES	167.76
CINTAS LOC	UNIFORMS	763.37
CITY OF MECHANICSVILLE	GARBAGE TRUCK RENTAL	7400.00
CLARENCE LOWDEN SUN-NEWS &	FAC SCHEDULE	183.00
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	8000.00
COMMUNITY INSURANCE SERVIC	BOILER MACHINE EXTRA COVERAGE	772.00
CUSTOM BUILDERS INC	UPS CHARGES	95.85
CYPRESS ENGINE ACCESSORIE	ENGINE PARTS	1572.30
D & R PEST CONTROL	PEST CONTROL	190.99
EASTERN IOWA LIGHT & POWER	FLAG LIGHT	30.66
ELECTRICAL ENGINEERING & E	BLDG MAINT SUPPLIES	1960.49
ENERGY ECONOMICS INC	REBUILT GAS METER	972.92
ERIC STORJOHANN	GRAVE OPENINGS	1300.00
FAMILY FOODS	OPERATING SUPPLIES	15.96
FLETCHER-REINHARDT CO.	UNDERGROUND SUPPLIES	5053.65

GARDEN & ASSOCIATES INC	ANNEXATION PLAT-OLD MUSCATINE	2485.10
GOVERNMENT FINANCE OFFICER	MEMBERSHIP DUES	160.00
GRAYBILL COMMUNICATIONS	REPAIR PARTS #50	12.42
H & H AUTO	TIRE REPAIR #21	15.00
HASTY AWARDS	324 MEDALS	619.37
HAWKINS INC	CHEMICALS	1186.79
IMAGE TREND INC	CLEARING HOUSE SERVICES	168.00
INTEGRATED TECHNOLOGY PART	SET UP PC	4092.78
IOWA ASSOCIATION OF	TESTING	40.00
IOWA ONE CALL	LOCATES	55.80
IOWA PRISON INDUSTRIES	5 TOOL KITS	364.00
IOWA UTILITIES BOARD	ELECTRIC ASSESSMENT	811.50
IWI MOTOR PARTS - 7	REPAIR PARTS #52	31.09
JETCO INC	EQUIPMENT REPAIR/MAINT	523.85
JOHNSON COUNTY AMBULANCE S	ALS INTERCEPT	400.00
KIRKWOOD COMMUNITY COLLEGE	BLS RENEWAL	28.00
KLUESNER CONSRUCTION INC	ASPHALT REPAIR	111.55
KUNDE OUTDOOR EQUIPMENT	OPERATING SUPPLIES	114.48
LYNCH DALLAS PC	LEGAL EXPENSE	2005.50
MANATTS INC	6.5 CY CONCRETE	783.25
MC CLURE ENGINEERING COMPA	ANALYSIS,PLAN,STRATEGY,STUDY	16100.00
MIDWEST WHEEL COMPANIES	REPAIR PARTS #14	805.72
MISC. VENDOR	PROGRESSIVE:FUNCTION PROFILE	553.61
MITCHELL 1	WEB BASED SUBSCRIPTIONS	245.36
MUNICIPAL SUPPLY INC	12 METERS	905.43
OFFICE EXPRESS	OFFICE SUPPLIES	125.27
PMMIC INSURANCE	FUEL TANK INSURANCE	1550.00
POWER LINE SUPPLY	UNDERGROUND SUPPLIES	6832.24
PRAXAIR DISTRIBUTION INC	OXYGEN	44.92
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	1072.00
RESCO	UNDERGROUND SUPPLIES	18820.23
SPINUTECH INC	LICENSE, SUPPORT, HOSTING	570.00
STATE HYGIENIC LABORATORY	TESTING FEES	52.00
STUART C IRBY CO	OPERATING SUPPLIES	1840.40
T & M CLOTHING CO.	3 SHIRTS, 1 JACKET	155.00
THOMPSON TRUCK & TRAILER	REPAIR PARTS #30	2141.74
TIPTON CONSERVATIVE	MIN,FAC,LEAF PU,FORMS	1010.25
TIPTON PHARMACY	PHARMACEUTICALS	785.52
TITAN MACHINERY INC	REPAIR PARTS #15	162.60
TOYNE INC	REPAIR PARTS #180	705.10
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	5.00
TYLER TECHNOLOGIES INC	UTILITY BILL NOTIFICATION	33.10
UNIFORM DEN INC	PANTS & SHIRT	120.38

USA BLUE BOOK	OPERATING SUPPLIES	622.51
UTILITY SALES & SERVICE IN	GAS MAIN SUPPLIES	429.66
VERMEER SALES & SERVICE IN	OPERATING SUPPLIES	18.64
WENDLING QUARRIES INC	29.66 TN RD STONE	290.67
XEROX CORPORATION	BASE & COPIES	992.27
** TOTAL **		112742.08
FUND TOTALS		
001 GENERAL GOVERNMENT		12,888.68
600 WATER OPERATING		1,953.34
610 WASTEWATER/AKA SEWER REV		15,635.02
630 ELECTRIC OPERATING		40,722.82
640 GAS OPERATING		3,937.39
660 AIRPORT OPERATING		17.53
670 GARBAGE COLLECTION		11,228.05
740 STORM WATER		1,100.00
810 CENTRAL GARAGE		9,525.30
835 ADMINISTRATIVE SERVICES		15,733.95
GRAND TOTAL		112,742.08

City Credit Card Statement

Card Ttl **11,031.26**

Ambulance - One Card

Bldg Maint Supplies - Paypal, Lowes	186.40
Child Restraint - Chief Supply	679.15
Training - IEMSA	40.00

Total Charges

905.55

City Clerk - One Card

Repair/Maint Supplies - Take 2 Electronics	1,340.00
Training - Iowa League of Cities	125.00

Total Charges

1,465.00

Economic Development Director - One Card

Training - Iowa Downtown Conference	135.00
	135.00
	135.00
Meeting Supplies - Tiffany's Tipton Bakery	7.70

Total Charges

412.70

Electric - One Card

Bldg Maint Supplies - Menards	178.00
Misc Supplies - APPA	218.50
Small Tools - Gemplers	281.33
Travel Training - Old Chicago, McDonalds, Village Inn, Smokey	374.91
D's BBQ, Comfort Inn	
Operating Supplies - Walmart	38.26
Fuel - Caseys	29.46

Monitors - Dell	445.18	
Total Charges		1,565.64
Finance Director - One Card		
Ghent 3 door windows for Kiosk - Amazon	3,275.69	
Travel Training - Applebees	36.28	
Phone Case - Amazon	6.99	
Training - Iowa League of Cities	125.00	
Phone Case - Amazon	28.88	
Total Charges		3,472.84
Fire - One Card		
Bldg Maint Supplies - Ekcoss	66.56	
Operating Supplies - Amazon, Zoro Tools	220.88	
Total Charges		287.44
Gas - One Card		
Bldg Maint Supplies - Paypal	354.00	
	369.89	
Total Charges		723.89
JKFAC/Recreation - One Card		
Operating Supplies - Walmart	7.41	
Dues - Iowa Park and Recreation	165.00	
	165.00	
Total Charges		337.41
Library - One Card		
Postage/Shipping - USPS	92.32	
Materials - Amazon	618.36	
Training - Iowa Library Association	226.00	
Office Supplies - Walmart	59.96	
Total Charges		996.64
Police - One Card		
DARE Supplies - Dare Catalog	292.28	
Uniform Supplies - Galls	58.94	
Postage/Shipping - USPS	24.80	
Travel Training - Skillet Café	12.12	
Misc Supplies - Itunes (this is a fraud charge, card has been cancelled and this charge will be credited back)	49.99	
Total Charges		438.13
Public Works - One Card		
Office Supplies - Walmart	70.72	
Misc Supplies - Just Answer	5.00	
Operating Supplies - Iowa Prison Industries	350.30	
Total Charges		426.02
Statement Total		11,031.26

Mayoral Proclamation:

1. Domestic Violence Awareness Month

Mayor Carney read the Domestic Violence Awareness Month Proclamation aloud. Alda Buresh and Kristie Doser with Domestic Violence Intervention Program (DVIP) were in attendance and they thanked the Police Department for their amazing help with the program. Since July 1st DVIP has served 27 adults and 54 children. Supply donations can be dropped off at the First United Church.

Public Hearing:

1. Public Hearing on Proposed Lease of Portion of Alleyway at 514 Cedar Street

Motion by Boots, second by Spear to open the public hearing on the proposed lease of a portion of the alleyway at 514 Cedar Street, at 5:45 p.m. Following the roll call vote the motion passed unanimously.

With no written or oral objections, a motion was made by Spear, second by McNeill to close the public hearing at 5:48 p.m. Following the roll call vote the motion passed unanimously.

2. Public Hearing on Options to Finance Wastewater Treatment Project

Motion by McNeill, second by Spear to open the public hearing on options to finance the Wastewater Treatment Project, at 6:19 p.m. Following the roll call vote the motion passed unanimously.

Maggie Burger with Speer Financial reviewed four different scenarios to finance the Wastewater Treatment Project and Finance Director Armstrong reviewed sample bill projections for how each scenario would affect the utility customers.

A couple of citizens shared their concerns about the sewer rate increase.

With no written or oral objections, a motion was made by Boots, second by McNeill to close the public hearing at 6:46 p.m. Following the roll call vote the motion passed unanimously.

Old Business:

1. Resolution 101518B: Resolution Authorizing and Approving Alleyway Lease

Motion by Boots, second by McNeill to approve Resolution 101518B, the resolution authorizing and approving the alleyway lease agreement with Laura Twing at 514 Cedar Street. Following the roll call vote the motion passed unanimously.

2. Additional Personnel for Electric Department and Public Works Department

Motion by Boots, second by Spear to separate into two motions. The motion passed with the following roll call vote:

Aye: Anderson, Spear, Leeper, Boots

Nay: McNeill

Motion by McNeill, second by Leeper to approve hiring one new employee in the Electric Department up to a journeyman. The motion passed with the following roll call vote:

Aye: Anderson, Spear, Leeper, McNeill

Nay: Boots

Motion by Leeper, second by McNeill to approve hiring one new employee in the Public Works Department. Following the roll call vote the motion passed unanimously.

3. Purchase of Electrical Wire for Cedar Poly Project

Motion by Boots, second by Anderson to approve the purchase of electrical wire from Resco in the amount of \$16,912.50, for the Cedar Poly Project. Following the roll call vote the motion passed unanimously.

4. Resolution 101518A: Resolution Accepting Mathews Memorial Airport Pavement Maintenance Project (FAA AIP Project No. 03-19-0134-002-2017) as Complete and Authorizing the Payment of Pay Estimate No. 2 and Pay Estimate No. 3 (final retainage)

Motion by Leeper, second by Spear to approve Resolution 101518A, the resolution accepting Mathews Memorial Airport Pavement Maintenance Project (FAA AIP Project No. 03-19-0134-002-2017) as complete and authorizing the payment of Pay Estimate No. 2 and Pay Estimate No. 3 (final retainage). Following the roll call vote the motion passed unanimously.

5. Council's Direction on how to Finance the Upcoming Wastewater Treatment Project
Motion by McNeill, second by Leeper to approve the monthly \$10.00 flat fee along with a 2% usage increase per customer. With this scenario the City will not have any General Obligation borrowing. Following the roll call vote the motion passed unanimously.

New Business:

1. Pay Application No. 4 to BWC Excavating Inc., for Lemon Street Project, \$64,836.91
Motion by McNeill, second by Anderson to approve Pay Application No. 4 to BWC Excavating Inc., for the Lemon Street Project in the amount of \$64,836.91. Following the roll call vote the motion passed unanimously.

2. Pay Application No. 5 to Heuer Construction Inc., for the Street Improvements Project, \$131,871.94
Motion by Leeper, second by Spear to approve Pay Application No. 5 to Heuer Construction Inc., for the Street Improvements Project in the amount of \$131,871.94. And, approval of Change Order No. 2 in the amount of \$34,571.26. Following the roll call vote the motion passed unanimously.

3. One-time Water and Sewer Bill Exemption, 512 East 1st Street
Motion by Spear, second by Anderson to approve the one-time water and sewer bill exemption for Blaine and Melissa Miller at 512 East 1st Street. This will reduce the water portion of their bill from \$125.84 to \$28.56, and the sewer portion of their bill from \$125.84 to \$28.56, with a total credit of \$194.56. Following the roll call vote the motion passed unanimously.

4. Urban Revitalization Area Establishment Engagement Letter
Motion by McNeill, second by Boots to approve the 2018 Urban Revitalization Area Establishment Engagement Letter with Dorsey and Whitney. Following the roll call vote the motion passed unanimously.

5. Urban Renewal Plan Amendment and Internal Loans Engagement Letter
Motion by Leeper, second by McNeill to approve the 2018 Urban Renewal Plan Amendment and Internal Loans Engagement Letter with Dorsey and Whitney. Following the roll call vote the motion passed unanimously.

6. Resolution 101518C: Resolution Declaring Necessity and Providing for Notice of Hearing on Proposed Urban Revitalization Plan
Motion by McNeill, second by Spear to approve Resolution 101518C, the resolution setting a public hearing on Monday, November 19th, at 5:30 p.m., on the proposed plan and designation of the 2018 Urban Revitalization Area. Following the roll call vote the motion passed unanimously.

7. Resolution 101518D: Resolution Setting Date for Public Hearing on Designation of the Expanded Tipton Urban Renewal Area or Urban Renewal Plan Amendment
Motion by Anderson, second by Boots to approve Resolution 101518D, the resolution setting a public hearing on Monday, November 19th, at 5:30 p.m., on the designation of the expanded Urban Renewal Area. Following the roll call vote the motion passed unanimously.

8. Resolution 101518E: Resolution to Approve the City of Tipton Signing the Brownfields Coalition Memorandum of Agreement
Motion by Leeper, second by McNeill to approve Resolution 101518E, the resolution approving the City of Tipton signing the Brownfields Coalition Memorandum of Agreement. Following the roll call vote the motion passed unanimously.

9. Hardacre Community Catalyst Grant Writing Contract
Motion by Anderson, second by Spear to approve the Hardacre Community Catalyst Grant Writing Contract with East Central Intergovernmental Association (ECIA). Following the roll call vote the motion passed unanimously.

10. Move November 5th Council Meeting to November 7th
Motion by Spear, second by Leeper to move the November 5th Council Meeting to November 7th. Following the roll call vote the motion passed unanimously.

Reports of Mayor/Council/Manager/Department Heads

Manager Wagner stated to the council that he may request a Special Council Meeting on grants the beginning of November.

Director of Public Works Nash stated that leaf pickup will start this week.

Nash also shared that he has met with Jack Pope, with Garden and Associates, regarding how to relieve some flooding in town.

Adjourn:

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

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 7:14 p.m.

Mayor _____

Attest: _____
City Clerk