

**City of Tipton, Iowa**

**Meeting:** Tipton City Council Meeting  
**Place:** Tipton Fire Station, 301 Lynn Street, Tipton, Iowa 52772  
**Date/Time:** Wednesday, November 7, 2018, 5:30 p.m.  
**Web Page:** www.tiptoniowa.org  
**Posted:** Friday, November 2, 2018 (Front door of City Hall & City Website)

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

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- 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 Minutes, October 15, 2018
2. Approval – Special Meeting City Council Minutes, October 30, 2018
3. Approval – Library Minutes, September 23, 2018
4. Approval – Library Director’s Report, September 2018
5. Approval – Liquor License Renewal, Casey’s
6. Approval – Liquor License Renewal, Dollar General
7. Approval – Liquor License Renewal, Pizza Hut
8. Approval – Claims List

**G. Public Hearing**

**H. Old Business**

**I. New Business**

1. Resolution 110718B: A resolution authorizing the purchase of natural gas from Pefa, Inc.; approving the execution and delivery of a gas supply agreement and other documents relating to said purchase; approving the issuance of bonds by Pefa, Inc.; and addressing related matters.
2. Discussion and Possible Action Concerning 2018-2021 Sanitary Sewer Improvement Project Engagement Letter
3. Resolution 110718A: A resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$435,000.
4. Ordinance No. 566: An ordinance amending Chapter 99, Sewer Service Charges, Section 99.02 of the City Code of Ordinances (First Reading)
5. Discussion and Possible Action Concerning Proposal for Directional Boring of Electrical Wire at Country Estates Trailer Court
6. Discussion and Possible Action Concerning a Revolving Fund Application, Tipton Adaptive Daycare
7. Discussion and Possible Action Concerning Jingle Bell Hustle on Small Business Saturday
8. Discussion and Possible Action Concerning a Garbage Exemption, 60 Sycamore Street
9. Discussion and Possible Action Concerning a One-time Water and Sewer Bill Exemption, Monty's Pizza & Grill

**J. Reports of Mayor/ Council/ Manager/ Department Heads**

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Manager's Report
5. Department Heads

**K. 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.**

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 1<sup>st</sup> Council Meeting Minutes, October 1<sup>st</sup> Work Session Minutes, October 4<sup>th</sup> Special Session Minutes, September 12<sup>th</sup> and October 10<sup>th</sup> 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	
<b>Total Charges</b>		<b>1,565.64</b>
<b>Finance Director - One Card</b>		
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	
<b>Total Charges</b>		<b>3,472.84</b>
<b>Fire - One Card</b>		
Bldg Maint Supplies - Ekcoss	66.56	
Operating Supplies - Amazon, Zoro Tools	220.88	
<b>Total Charges</b>		<b>287.44</b>
<b>Gas - One Card</b>		
Bldg Maint Supplies - Paypal	354.00	
	369.89	
<b>Total Charges</b>		<b>723.89</b>
<b>JKFAC/Recreation - One Card</b>		
Operating Supplies - Walmart	7.41	
Dues - Iowa Park and Recreation	165.00	
	165.00	
<b>Total Charges</b>		<b>337.41</b>
<b>Library - One Card</b>		
Postage/Shipping - USPS	92.32	
Materials - Amazon	618.36	
Training - Iowa Library Association	226.00	
Office Supplies - Walmart	59.96	
<b>Total Charges</b>		<b>996.64</b>
<b>Police - One Card</b>		
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	
<b>Total Charges</b>		<b>438.13</b>
<b>Public Works - One Card</b>		
Office Supplies - Walmart	70.72	
Misc Supplies - Just Answer	5.00	
Operating Supplies - Iowa Prison Industries	350.30	
<b>Total Charges</b>		<b>426.02</b>
<b>Statement Total</b>		<b>11,031.26</b>

**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 1<sup>st</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> 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 19<sup>th</sup>, 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 19<sup>th</sup>, 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 5<sup>th</sup> Council Meeting to November 7<sup>th</sup>  
Motion by Spear, second by Leeper to move the November 5<sup>th</sup> Council Meeting to November 7<sup>th</sup>. 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

October 30, 2018  
Tipton City Hall  
407 Lynn Street  
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in special session at 4:15 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Boots, Leeper, and McNeill. Absent: Anderson and Spear. Also present: Wagner, Armstrong, Lenz, and Beck.

**Agenda:**

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

**New Business:**

1. Resolution 103018A: A Resolution Rescinding Resolution No. 100118C and Replacing it with a new Resolution in Support of the Cedar County Great Places, Iowa Department of Cultural Affairs, FY 2019 Great Places Grant Application for the "Cedar County – Pride of Place and People Project" (Resolution Documenting Projects and Match) Motion by Leeper, second by McNeill to approve Resolution 103018A. Following the roll call vote the motion passed unanimously.

2. Waive Council Pay

Motion by McNeill, second by Leeper to approve waiving council pay for this special council meeting. 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 Leeper, second by McNeill. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 4:21 p.m.

Mayor\_\_\_\_\_

Attest:\_\_\_\_\_

City Clerk

Tipton Library Board of Trustees

September 23, 2018

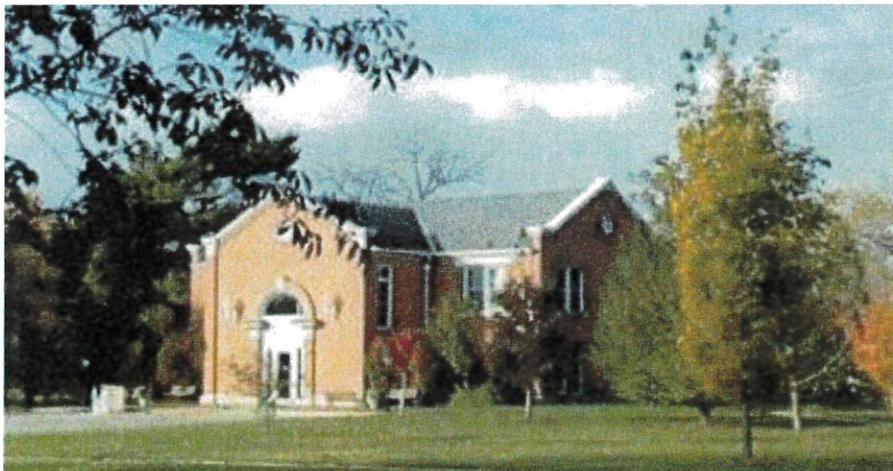
1. Call to order-President Jamie M called the meeting to order at 6:30 pm
2. Present- Sherry H; Jim M; Jamie M; Dale J; and Denise S
3. Approval Agenda- Change Finance Committee to Personal Committee- Jim moved Sherry 2<sup>nd</sup> motion passed
4. Last minute Meeting -Sherry Moved to accept, Dale second; motion passed
5. Director's report- Denise reported on upcoming ILA conference and about butterflies' program
6. Education- Look at reading on Board liability
7. Financial report- Dale move; Jim second;
8. Finance committee- Budget for next fiscal year started waiting for city office for numbers; will meet with committee soon
9. Personal committee-Director's report.
10. Maintenance- Call Grasshopper to pick up sticks in yard
11. Friends of the Public Library- Meeting Monday, October 1; Open house September 29<sup>th</sup>;
12. Old Business-None
13. New Business- for the fiscal year July 1, 2019-June 30, 2020- Dale moved that the Director' salary become \$42,000; a pay raise of 3.51% (3.5069%); Sherry second; motion passed
14. Water in the basement- Calling Action Sewer to check lines; and ask to see what next steps will be
15. Long term plans- Reviewed the long-term plans and discussed what areas are being meant and where there needs to be action.
16. Materials selection Jim moved to leave plan as is; Sherry second; Motioned carried
17. CCLA- October 15<sup>th</sup> in Durant 7:00 Jamie attending
18. Next meeting-October 30<sup>th</sup> at 6:30
19. Jim moved to adjourn; Sherry second

# TIPTON PUBLIC LIBRARY

*Check it out!*

*September 2018*

*Director's Report*



*Prepared by Denise Smith*

*Library Director*

*To*

*Library Board, Mayor Carney, Council Members and City Manager*

*October 2018*

## Statistics September 2018

	Sept..	YTD
Total Circulation	2,424	8,840
Computer Use	435	1,239
WiFi Usage	167	431
Attendance of Programs	228	946
Transactions for Copies made	124	471
Transactions for Faxes Sent	24	52
Transactions for ILL checked out	33	87
Transactions for Keurig Drinks	11	32
Transactions for Friends of Library	34	118
Door Count	2,857	9,733

### Circulation by Material Types

	Sept.	YTD
Adult books	637	2,149
Teen Books	101	420
Children's books	1,065	3,703
DVDs	537	2,253
CDs	70	222
Magazines	14	93

### **MISSION STATEMENT**

The Tipton Public Library will provide all the people of its community, a welcoming place where access to a balanced collection, technology, programming and other resources will serve their educational, cultural and recreational needs.

### **Library Staff**

Denise Smith  
*Director*

Diane Wallick  
*Assistant Director*

Tryeann Schultz  
*Library Assistant*

Amy Wallace  
*Library Assistant*

Matthew Smith  
*Library Assistant*

Cindy Kunde  
*Library Assistant Sub*

Melissa Zell  
*Library Assistant Sub*

Karree Bandfield  
*Library Assistant Sub*

John Barnum  
*Custodian*

### **Library Board of Trustees**

Jamie Meyer-President

Dale Jedlicka-Vice President

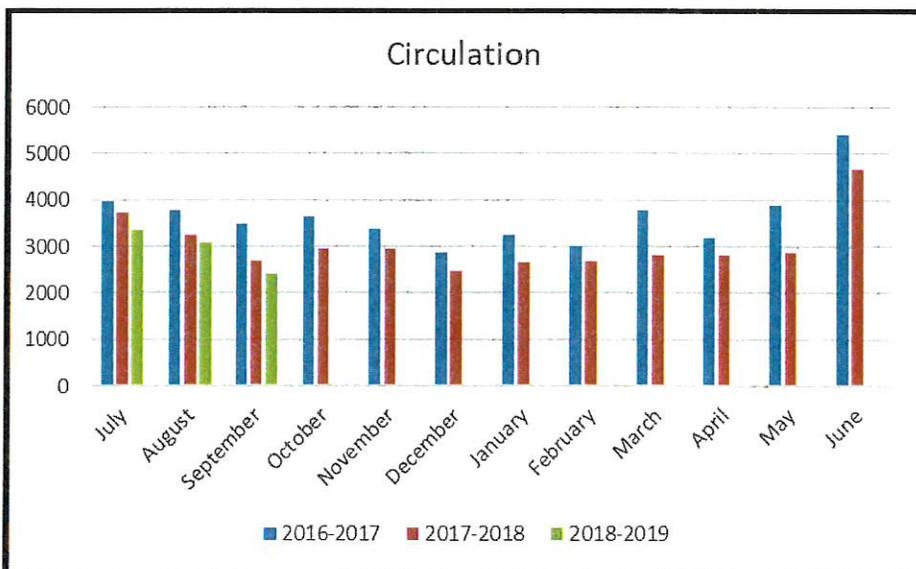
Heather Sloma-Weber

Jennifer Johnson-Secretary

Marcus Hertert

Jim McCollough

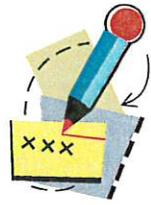
Sherry Hall





## Revenues

	September	YTD
Taxes	\$0	\$0
Rural Funding	\$0	\$0
Fines and Fees	\$225.13	\$908.32
Donations	\$50.92	\$748.12
D.State A/EI	\$0	\$0
Reimbursements	\$34.00	\$88.00
Refunds	\$0	\$0
Miscellaneous	\$225.29	\$730.79
Transfer	\$0	\$0
Utilities	\$0	\$0
Total Revenues	\$535.34	\$2,475.23



## Expenses

	September	YTD
Staff	\$7,670.77	\$27,471.77
Staff Benefits	\$1,431.19	\$4,454.34
Materials	\$2,639.03	\$7269.57
B. Maintenance	\$0	\$187.37
G. Maintenance	\$0	\$0
Technology	\$0	\$99.99
Programming	\$0	\$872.18
Miscellaneous	\$3,383.39	\$15,277.84
Total Expenses	\$15,124.38	\$55,588.06

## Monies Spent on Library Materials

	September	YTD
Books	\$1,304.03	\$3,853.14
DVDs	\$313.38	\$771.19
CDs	\$90.00	\$562.50
Mag./News.	\$379.99	\$379.99



## Amy Lenz

---

**From:** Licensing@IowaABD.com  
**Sent:** Wednesday, October 24, 2018 2:33 AM  
**To:** Amy Lenz  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

License #	License Status	Business Name
BC0008141	Submitted to Local Authority	Casey's General Store #72 (1107 Cedar Street Tipton Iowa, 5271137)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

## Amy Lenz

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**From:** Licensing@IowaABD.com  
**Sent:** Thursday, October 18, 2018 2:34 AM  
**To:** Amy Lenz  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

<b>License #</b>	<b>License Status</b>	<b>Business Name</b>
BC0030095	Submitted to Local Authority	Dollar General Store # 7306 (1510 CEDAR ST Tipton Iowa, 52772)
BC0030095	Submitted to Local Authority	Dollar General Store # 7306 (1510 CEDAR ST Tipton Iowa, 52772)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

## Amy Lenz

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**From:** Licensing@IowaABD.com  
**Sent:** Friday, October 12, 2018 2:33 AM  
**To:** Amy Lenz  
**Cc:** Licensing@IowaABD.com  
**Subject:** Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

<b>License #</b>	<b>License Status</b>	<b>Business Name</b>
BB0031701	Submitted to Local Authority	Pizza Hut #4696 (49 Cedar Street Tipton Iowa, 52772)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-1	A1	MASONRY								
I 102418A1M		CONSULTING FEES	AP		R	10/31/2018		150.00	150.00CR	
		G/L ACCOUNT						150.00		
	001	5-525-2-65120	CD	PROJECTS			150.00	A1 MASONRY:CONSULTING FEES		
				REG. CHECK				150.00	150.00CR	0.00
								150.00	0.00	
-----										
01-0090		ALTEC INDUSTRIES INC								
I 50311976		RADIO REPAIRS	AP		R	10/31/2018		2,149.70	2,149.70CR	
		G/L ACCOUNT						2,149.70		
	630	5-820-2-63500	OPERATIONAL EQUIPT	MAINT & REP			2,149.70	RADIO REPAIRS		
				REG. CHECK				2,149.70	2,149.70CR	0.00
								2,149.70	0.00	
-----										
01-0143		AUCA CHICAGO LOCKBOX								
I 1877057866		MATS	AP		R	11/30/2018		96.61	96.61CR	
		G/L ACCOUNT						96.61		
	001	5-650-2-63100	BUILDING MAINTENANCE &	REPAIR			96.61	MATS		
I 1877064560		MATS	AP		R	12/02/2018		96.61	96.61CR	
		G/L ACCOUNT						96.61		
	001	5-650-2-63100	BUILDING MAINTENANCE &	REPAIR			96.61	MATS		
				REG. CHECK				193.22	193.22CR	0.00
								193.22	0.00	
-----										
01-0201		BARRON MOTOR SUPPLY								
I 28893		MANIFOLD SET #13	AP		R	10/31/2018		41.80	41.80CR	
		G/L ACCOUNT						41.80		
	810	5-899-2-63321	REPAIR PARTS				41.80	MANIFOLD SET #13		
				REG. CHECK				41.80	41.80CR	0.00
								41.80	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-0247	BORDER STATES ELECTRIC SUPP									
I 916339027		OVERHEAD SUPPLIES	AP		R	10/31/2018		341.29	341.29CR	
		G/L ACCOUNT						341.29		
	630 5-820-2-65302	OVERHEAD SUPPLIES					341.29	OVERHEAD SUPPLIES		
				REG. CHECK				341.29	341.29CR	0.00
								341.29	0.00	
-----										
01-0253	BOUND TREE MEDICAL LLC									
I 83010222		MEDICAL SUPPLIES	AP		R	10/31/2018		225.22	225.22CR	
		G/L ACCOUNT						225.22		
	001 5-160-2-65070	OPERATING SUPPLIES					225.22	MEDICAL SUPPLIES		
I 83011547		MEDICAL SUPPLIES	AP		R	10/31/2018		29.64	29.64CR	
		G/L ACCOUNT						29.64		
	001 5-160-2-65070	OPERATING SUPPLIES					29.64	MEDICAL SUPPLIES		
				REG. CHECK				254.86	254.86CR	0.00
								254.86	0.00	
-----										
01-0461	CEDAR COUNTY SOLID WASTE									
I 1018CCTS		TRANSFER FEES	AP		R	12/02/2018		3,090.00	3,090.00CR	
		G/L ACCOUNT						3,090.00		
	670 5-840-2-64850	TRANSFER FEES					3,090.00	TRANSFER FEES		
				REG. CHECK				3,090.00	3,090.00CR	0.00
								3,090.00	0.00	
-----										
01-0530	CENTRAL IOWA DISTRIBUTING I									
I 171849		OPERATING SUPPLIES	AP		R	10/31/2018		77.00	77.00CR	
		G/L ACCOUNT						77.00		
	810 5-899-2-65070	OPERATING SUPPLIES					77.00	OPERATING SUPPLIES		
				REG. CHECK				77.00	77.00CR	0.00
								77.00	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-0581 CINTAS CORPORATION										
I	5012090013	FIRST AID SUPPLIES	AP		R	10/31/2018		102.75	102.75CR	
		G/L ACCOUNT						102.75		
	810	5-899-2-65100	SAFETY				54.27	FIRST AID SUPPLIES		
	630	5-820-2-65100	SAFETY				19.15	FIRST AID SUPPLIES		
	001	5-650-2-65980	MISCELLANEOUS				29.33	FIRST AID SUPPLIES		
								REG. CHECK		
								102.75	102.75CR	0.00
								102.75	0.00	
-----										
01-0580 CINTAS LOC										
I	23M121658	UNIFORMS	AP		R	10/31/2018		70.40	70.40CR	
		G/L ACCOUNT						70.40		
	670	5-840-2-64350	UNIFORMS/EQUIPMENT				8.25	UNIFORMS		
	600	5-810-2-64350	UNIFORMS/EQUIPMENT				7.64	UNIFORMS		
	001	5-210-2-64350	UNIFORMS/EQUIPMENT				38.78	UNIFORMS		
	810	5-899-2-64350	UNIFORMS/EQUIPMENT				8.04	UNIFORMS		
	001	5-299-2-64350	UNIFORMS/EQUIPMENT				7.69	UNIFORMS		
I	342816441	UNIFORMS, SHOP TOWELS, MATS	AP		R	10/31/2018		171.85	171.85CR	
		G/L ACCOUNT						171.85		
	630	5-820-2-64350	UNIFORMS/EQUIPMENT				80.44	UNIFORMS, SHOP TOWELS, MATS		
	640	5-825-2-64350	UNIFORMS/EQUIPMENT				44.47	UNIFORMS, SHOP TOWELS, MATS		
	630	5-820-2-65070	OPERATING SUPPLIES				46.94	UNIFORMS, SHOP TOWELS, MATS		
I	342818520	UNIFORMS, SHOP TOWELS, MATS	AP		R	10/31/2018		171.85	171.85CR	
		G/L ACCOUNT						171.85		
	630	5-820-2-64350	UNIFORMS/EQUIPMENT				80.44	UNIFORMS, SHOP TOWELS, MATS		
	640	5-825-2-64350	UNIFORMS/EQUIPMENT				44.47	UNIFORMS, SHOP TOWELS, MATS		
	630	5-820-2-65070	OPERATING SUPPLIES				46.94	UNIFORMS, SHOP TOWELS, MATS		
								REG. CHECK		
								414.10	414.10CR	0.00
								414.10	0.00	
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01-0337 CJ COOPER & ASSOC INC										
I	127521	RANDOM SELECTS	AP		R	11/30/2018		105.00	105.00CR	
		G/L ACCOUNT						105.00		
	640	5-825-2-65100	SAFETY				105.00	RANDOM SELECTS		
								REG. CHECK		
								105.00	105.00CR	0.00
								105.00	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-0643	COMMUNITY INSURANCE SERVICE									
I 101718CIS		PREMIUM AUDIT	AP		R	11/30/2018		1,654.00	1,654.00CR	
		G/L ACCOUNT						1,654.00		
		835 5-899-2-64080	INSURANCE				1,654.00	PREMIUM AUDIT		
				REG. CHECK				1,654.00	1,654.00CR	0.00
								1,654.00	0.00	
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01-0835	DURANT AMBULANCE SERVICE IN									
I 093018DAS		ALS TIER CHARGE	AP		R	11/30/2018		150.00	150.00CR	
		G/L ACCOUNT						150.00		
		001 5-160-2-64130	PAYMENT TO OTHER AGENCIES/FUND				150.00	ALS TIER CHARGE		
				REG. CHECK				150.00	150.00CR	0.00
								150.00	0.00	
-----										
01-1020	FLETCHER-REINHARDT CO.									
I S1185931.001		UNDERGROUND SUPPLIES	AP		R	11/30/2018		961.93	961.93CR	
		G/L ACCOUNT						961.93		
		630 5-820-2-65304	UNDERGROUND SUPPLIES				961.93	UNDERGROUND SUPPLIES		
I S1187392.001		OVERHEAD SUPPLIES	AP		R	11/30/2018		401.25	401.25CR	
		G/L ACCOUNT						401.25		
		630 5-820-2-65302	OVERHEAD SUPPLIES				401.25	OVERHEAD SUPPLIES		
I S1187674.001		HARD HATS	AP		R	11/30/2018		211.83	211.83CR	
		G/L ACCOUNT						211.83		
		630 5-820-2-64350	UNIFORMS/EQUIPMENT				211.83	HARD HATS		
				REG. CHECK				1,575.01	1,575.01CR	0.00
								1,575.01	0.00	
-----										
01-1023	FLYING PHOENIX FIREWORKS									
I 137		FIREWORKS	AP		R	10/31/2018		5,509.31	5,509.31CR	
		G/L ACCOUNT						5,509.31		
		001 5-620-2-65315	JULY 4TH CELEBRATION				5,509.31	FIREWORKS		
				REG. CHECK				5,509.31	5,509.31CR	0.00
								5,509.31	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
						DISC	DT			
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01-1066	GARDEN & ASSOCIATES INC									
I 37185		2018 STREET IMPROVEMENTS	AP		R	11/30/2018		8,902.75	8,902.75CR	
		G/L ACCOUNT						8,902.75		
	110 5-210-2-64070	ENGINEERING					8,902.75	2018 STREET IMPROVEMENTS		
I 37196		2018-2019 STREET PROJECTS	AP		R	11/30/2018		4,212.80	4,212.80CR	
		G/L ACCOUNT						4,212.80		
	110 5-210-2-64070	ENGINEERING					4,212.80	2018-2019 STREET PROJECTS		
				REG. CHECK				13,115.55	13,115.55CR	0.00
								13,115.55	0.00	
-----										
01-1102	GREAT WESTERN SUPPLY CO									
I 126485		DISINFECTANT	AP		R	11/30/2018		229.41	229.41CR	
		G/L ACCOUNT						229.41		
	001 5-465-2-65070	OPERATING SUPPLIES					229.41	DISINFECTANT		
				REG. CHECK				229.41	229.41CR	0.00
								229.41	0.00	
-----										
01-1	HI-LINE INC									
I 10657326		SHOP SUPPLIES	AP		R	10/31/2018		127.15	127.15CR	
		G/L ACCOUNT						127.15		
	810 5-899-2-65070	OPERATING SUPPLIES					127.15	HI-LINE INC:SHOP SUPPLIES		
				REG. CHECK				127.15	127.15CR	0.00
								127.15	0.00	
-----										
01-1289	INTEGRATED TECHNOLOGY PARTN									
I 110731		TECH SERVICES	AP		R	10/31/2018		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	630 5-820-2-64190	TECHNOLOGY					45.00	TECH SERVICES		
I 110739		TECH SERVICES	AP		R	10/31/2018		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	835 5-899-2-64190	TECHNOLOGY					45.00	TECH SERVICES		
I 110823		BACKUP SUPPORT/CLOUD SRVCS	AP		R	11/01/2018		518.70	518.70CR	
		G/L ACCOUNT						518.70		
	660 5-835-2-63730	TELECOMMUNICATIONS EXPENSE					17.53	BACKUP SUPPORT/CLOUD SRVCS		

PACKET: 02853 Council Mtg 110718

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
		001 5-160-2-63730	TELECOMMUNICATIONS	EXPENSE				20.38	BACKUP SUPPORT/CLOUD SRVCS	
		630 5-820-2-63730	TELECOMMUNICATIONS	EXPENSE				36.36	BACKUP SUPPORT/CLOUD SRVCS	
		001 5-150-2-63730	TELECOMMUNICATIONS	EXPENSE				20.38	BACKUP SUPPORT/CLOUD SRVCS	
		640 5-825-2-63730	TELECOMMUNICATIONS	EXPENSE				20.38	BACKUP SUPPORT/CLOUD SRVCS	
		001 5-620-2-63730	TELECOMMUNICATIONS	EXPENSE				119.87	BACKUP SUPPORT/CLOUD SRVCS	
		001 5-465-2-63730	TELECOMMUNICATIONS	EXPENSE				20.38	BACKUP SUPPORT/CLOUD SRVCS	
		001 5-110-2-63730	TELECOMMUNICATIONS	EXPENSE				38.64	BACKUP SUPPORT/CLOUD SRVCS	
		600 5-810-2-63730	TELECOMMUNICATIONS	EXPENSE				52.49	BACKUP SUPPORT/CLOUD SRVCS	
		810 5-899-2-63730	TELECOMMUNICATIONS	EXPENSE				55.19	BACKUP SUPPORT/CLOUD SRVCS	
		835 5-899-2-63730	TELECOMMUNICATIONS	EXPENSE				117.10	BACKUP SUPPORT/CLOUD SRVCS	
I 110832		MONTHLY MAINT CHARGES	AP		R	11/01/2018		2,520.00	2,520.00CR	
		G/L ACCOUNT						2,520.00		
		001 5-110-2-64190	TECHNOLOGY					770.00	07/15 Managed network srvcs	
		001 5-150-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvcs	
		001 5-160-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvcs	
		001 5-465-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvcs	
		001 5-525-2-64190	TECHNOLOGY					70.00	07/15 Managed network srvcs	
		630 5-820-2-64190	TECHNOLOGY					350.00	07/15 Managed network srvcs	
		640 5-825-2-64190	TECHNOLOGY					140.00	07/15 Managed network srvcs	
		810 5-899-2-64190	TECHNOLOGY					210.00	07/15 Managed network srvcs	
		835 5-899-2-64190	TECHNOLOGY					560.00	07/15 Managed network srvcs	
I 110863		TECH SERVICES	AP		R	11/02/2018		25.00	25.00CR	
		G/L ACCOUNT						25.00		
		835 5-899-2-64190	TECHNOLOGY					25.00	TECH SERVICES	
								REG. CHECK		
								3,153.70	3,153.70CR	0.00
								3,153.70	0.00	
01-1337		IOWA EMERGENCY MEDICAL SERV								
I 30995		DUES AND CONFERENCE	AP		R	11/02/2018		600.00	600.00CR	
		G/L ACCOUNT						600.00		
		001 5-160-1-62100	DUES/FEES					100.00	DUES AND CONFERENCE	
		001 5-160-1-62300	TRAINING					500.00	DUES AND CONFERENCE	
								REG. CHECK		
								600.00	600.00CR	0.00
								600.00	0.00	
01-1314		IOWA LAW ENFORCEMENT ACADEM								
I 311093		TRAINING	AP		R	11/30/2018		50.00	50.00CR	
		G/L ACCOUNT						50.00		
		001 5-110-1-62300	TRAINING					50.00	TRAINING	
								REG. CHECK		
								50.00	50.00CR	0.00
								50.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----									
01-1407	JAB INK DESIGN								
I 3076		4 SHIRTS G/L ACCOUNT 630 5-820-2-64350	AP		R	10/31/2018	96.00 96.00	96.00CR	
		UNIFORMS/EQUIPMENT				96.00	4 SHIRTS		
				REG. CHECK			96.00 96.00	96.00CR 0.00	0.00
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01-1470	KIRKWOOD COMMUNITY COLLEGE								
I 26909		TRAINING G/L ACCOUNT 001 5-160-1-62300	AP		R	12/01/2018	22.00 22.00	22.00CR	
		TRAINING				22.00	TRAINING		
				REG. CHECK			22.00 22.00	22.00CR 0.00	0.00
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01-1500	KUNDE OUTDOOR EQUIPMENT								
I 13217		OPERATING SUPPLIES G/L ACCOUNT 630 5-820-2-65070	AP		R	11/30/2018	15.02 15.02	15.02CR	
		OPERATING SUPPLIES				15.02	OPERATING SUPPLIES		
				REG. CHECK			15.02 15.02	15.02CR 0.00	0.00
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01-1528	LAWSON PRODUCTS INC								
I 9306230723		OPERATING SUPPLIES G/L ACCOUNT 810 5-899-2-65070	AP		R	12/02/2018	89.00 89.00	89.00CR	
		OPERATING SUPPLIES				89.00	OPERATING SUPPLIES		
				REG. CHECK			89.00 89.00	89.00CR 0.00	0.00
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01-1660	MANATTS INC								
I 920770		5 YARDS CONCRETE G/L ACCOUNT 001 5-210-2-65070	AP		R	11/30/2018	602.50 602.50	602.50CR	
		OPERATING SUPPLIES				602.50	5 YARDS CONCRETE		
I 922679		8 YARDS CONCRETE G/L ACCOUNT 810 5-899-2-63100	AP		R	11/30/2018	964.00 964.00	964.00CR	
		BUILDING MAINTENANCE & REPAIR				964.00	8 YARDS CONCRETE		

PACKET: 02853 Council Mtg 110718

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				1,566.50	1,566.50CR	0.00
								1,566.50	0.00	
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01-1640	MC CLURE ENGINEERING COMPAN									
I 18664		SSES IMPROVEMENTS	AP		R	10/31/2018		1,160.00	1,160.00CR	
		G/L ACCOUNT						1,160.00		
		740 5-865-2-64070	ENGINEERING				1,160.00	SSES IMPROVEMENTS		
				REG. CHECK				1,160.00	1,160.00CR	0.00
								1,160.00	0.00	
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01-1716	MH EQUIPMENT CO									
I 226101		REPAIR PARTS #21	AP		R	10/31/2018		290.24	290.24CR	
		G/L ACCOUNT						290.24		
		810 5-899-2-63321	REPAIR PARTS				290.24	REPAIR PARTS #21		
				REG. CHECK				290.24	290.24CR	0.00
								290.24	0.00	
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01-1728	MIDWEST BREATHING AIR LLC									
I 22572		NFPA QUARTERLY AIR TEST	AP		R	11/30/2018		166.80	166.80CR	
		G/L ACCOUNT						166.80		
		001 5-150-2-63500	OPERATIONAL EQUIPT MAINT & REP				166.80	NFPA QUARTERLY AIR TEST		
				REG. CHECK				166.80	166.80CR	0.00
								166.80	0.00	
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01-1731	MIDWEST WHEEL COMPANIES									
I 1333900-03		SEAT COVERS #43	AP		R	11/30/2018		191.84	191.84CR	
		G/L ACCOUNT						191.84		
		810 5-899-2-63321	REPAIR PARTS				191.84	SEAT COVERS #43		
I 1333900-04		SEAT COVERS #11	AP		R	11/30/2018		191.84	191.84CR	
		G/L ACCOUNT						191.84		
		810 5-899-2-63321	REPAIR PARTS				191.84	SEAT COVERS #11		
				REG. CHECK				383.68	383.68CR	0.00
								383.68	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1	MIKE YERINGTON									
I	207102	REPAIRS #5 G/L ACCOUNT 810 5-899-2-63321	AP		R	10/31/2018		20.00 20.00	20.00CR	
		REPAIR PARTS					20.00	MIKE YERINGTON:REPAIRS #5		
				REG. CHECK				20.00 20.00	20.00CR 0.00	0.00
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01-1748	MITCHELL 1									
I	22160341	WEB BASED SUBSCRIPTIONS G/L ACCOUNT 810 5-899-2-65065	AP		R	10/31/2018		245.36 245.36	245.36CR	
		COMPUTER SUPPLIES					245.36	WEB BASED SUBSCRIPTIONS		
				REG. CHECK				245.36 245.36	245.36CR 0.00	0.00
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01-1832	MUNICIPAL SUPPLY INC									
I	0710360	BUTTERFLY VALVE G/L ACCOUNT 001 5-465-2-63100	AP		R	11/02/2018		1,095.00 1,095.00	1,095.00CR	
		BUILDING MAINTENANCE & REPAIR					1,095.00	BUTTERFLY VALVE		
				REG. CHECK				1,095.00 1,095.00	1,095.00CR 0.00	0.00
-----										
01-1886	NILES CHIROPRACTIC									
I	101718NCC	RANDOM SCREENINGS G/L ACCOUNT 640 5-825-2-65100	AP		R	12/01/2018		75.00 75.00	75.00CR	
		SAFETY					75.00	RANDOM SCREENINGS		
				REG. CHECK				75.00 75.00	75.00CR 0.00	0.00
-----										
01-1914	OFFICE EXPRESS									
I	0683304-001	OFFICE SUPPLIES G/L ACCOUNT 835 5-899-2-65060	AP		R	10/31/2018		71.83 71.83	71.83CR	
		OFFICE SUPPLIES					71.83	OFFICE SUPPLIES		
I	0685930-001	OFFICE SUPPLIES G/L ACCOUNT 001 5-525-2-65060	AP		R	10/31/2018		117.13 117.13	117.13CR	
		OFFICE SUPPLIES					106.98	OFFICE SUPPLIES		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
	835	5-899-2-65060	OFFICE SUPPLIES			10.15		OFFICE SUPPLIES		
				REG. CHECK				188.96	188.96CR	0.00
								188.96	0.00	
01-2057	PRAXAIR DISTRIBUTION INC									
I 85658701		OXYGEN	AP		R	11/30/2018		43.47	43.47CR	
		G/L ACCOUNT						43.47		
	001	5-160-2-65070	OPERATING SUPPLIES				43.47	OXYGEN		
				REG. CHECK				43.47	43.47CR	0.00
								43.47	0.00	
01-2084	QC ANALYTICAL SERVICES LLC									
I 1810135		WASTEWATER TESTING	AP		R	10/31/2018		1,536.00	1,536.00CR	
		G/L ACCOUNT						1,536.00		
	610	5-815-2-64920	TESTING FEES				1,536.00	WASTEWATER TESTING		
				REG. CHECK				1,536.00	1,536.00CR	0.00
								1,536.00	0.00	
01-2131	ROTH ELECTRIC									
I 696		NEW OFFICE ELECTRICAL	AP		R	11/02/2018		1,525.00	1,525.00CR	
		G/L ACCOUNT						1,525.00		
	001	5-160-2-63100	BUILDING MAINTENANCE & REPAIR				1,525.00	NEW OFFICE ELECTRICAL		
				REG. CHECK				1,525.00	1,525.00CR	0.00
								1,525.00	0.00	
01-1968	SEAN PAUSTIAN									
I 110118SP		TRIM, PAINT, STAIN	AP		R	11/02/2018		700.00	700.00CR	
		G/L ACCOUNT						700.00		
	001	5-160-2-63100	BUILDING MAINTENANCE & REPAIR				700.00	TRIM, PAINT, STAIN		
				REG. CHECK				700.00	700.00CR	0.00
								700.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----									
01-2182	SHIELD TECHNOLOGY CORPORATI								
I 2018-244		SHIELDWARE MOBILE	AP		R	11/02/2018	195.00	195.00CR	
		G/L ACCOUNT					195.00		
	001 5-160-2-64190	TECHNOLOGY				195.00	SHIELDWARE MOBILE		
				REG. CHECK			195.00	195.00CR	0.00
							195.00	0.00	
-----									
01-2232	SPAHN & ROSE LUMBER CO								
I 201810316020		OPERATING SUPPLIES	AP		R	11/30/2018	89.10	89.10CR	
		G/L ACCOUNT					89.10		
	001 5-210-2-65070	OPERATING SUPPLIES				89.10	OPERATING SUPPLIES		
I 201810316021		OPERATING SUPPLIES	AP		R	11/30/2018	29.98	29.98CR	
		G/L ACCOUNT					29.98		
	640 5-825-2-65070	OPERATING SUPPLIES				29.98	OPERATING SUPPLIES		
I 201810316022		STEEL DOOR, PAINT & SUPPLIE	AP		R	11/30/2018	788.81	788.81CR	
		G/L ACCOUNT					788.81		
	600 5-810-2-63100	BUILDING MAINTENANCE & REPAIR				788.81	STEEL DOOR, PAINT & SUPPLIES		
I 201810316023		BLDG MAINT SUPPLIES	AP		R	11/30/2018	94.58	94.58CR	
		G/L ACCOUNT					94.58		
	001 5-160-2-63100	BUILDING MAINTENANCE & REPAIR				94.58	BLDG MAINT SUPPLIES		
I 201810316024		MISC SUPPLIES	AP		R	11/30/2018	3.40	3.40CR	
		G/L ACCOUNT					3.40		
	001 5-525-2-65980	MISCELLANEOUS				3.40	MISC SUPPLIES		
				REG. CHECK			1,005.87	1,005.87CR	0.00
							1,005.87	0.00	
-----									
01-1105	STEVE GRITTON								
I 101818		WORK ON POWER PLANT DOOR	AP		R	11/30/2018	275.00	275.00CR	
		G/L ACCOUNT					275.00		
	630 5-821-2-63100	BUILDING MAINTENANCE & REPAIR				275.00	WORK ON POWER PLANT DOOR		
				REG. CHECK			275.00	275.00CR	0.00
							275.00	0.00	
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PACKET: 02853 Council Mtg 110718

VENDOR SET: 01

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----										
01-2257	STRYKER MEDICAL									
I 2486151		COT STRAPS	AP		R	12/02/2018		175.00	175.00CR	
		G/L ACCOUNT						175.00		
	001 5-160-2-63500	OPERATIONAL EQUIPT MAINT & REP				175.00		COT STRAPS		
				REG. CHECK				175.00	175.00CR	0.00
								175.00	0.00	
-----										
01-2310	SWICK CABLE CONTRACTOR'S IN									
I 22747		DIRECTIONAL BORE RURAL GAS	AP		R	11/30/2018		35,423.50	35,423.50CR	
		G/L ACCOUNT						35,423.50		
	640 5-825-2-65308	MAINS				35,423.50		DIRECTIONAL BORE RURAL GAS		
I 22748		PULL IN DUCT LEMON STREET	AP		R	11/30/2018		9,937.00	9,937.00CR	
		G/L ACCOUNT						9,937.00		
	630 5-820-2-64910	CONTRACT SERVICES				9,937.00		PULL IN DUCT LEMON STREET		
				REG. CHECK				45,360.50	45,360.50CR	0.00
								45,360.50	0.00	
-----										
01-2317	T & M CLOTHING CO.									
I 2173		BOOTS - R DEWULF	AP		R	11/30/2018		150.00	150.00CR	
		G/L ACCOUNT						150.00		
	670 5-841-2-64350	UNIFORMS/EQUIPMENT				150.00		BOOTS - R DEWULF		
I 2180		48 BASKETBALL T-SHIRTS	AP		R	12/01/2018		300.00	300.00CR	
		G/L ACCOUNT						300.00		
	001 5-446-2-64350	UNIFORMS/EQUIPMENT				300.00		48 BASKETBALL T-SHIRTS		
				REG. CHECK				450.00	450.00CR	0.00
								450.00	0.00	
-----										
01-2341	TERRY AND SONS INC									
I 20078		PAINT FOR OUTDOOR POOLS	AP		R	11/01/2018		4,293.50	4,293.50CR	
		G/L ACCOUNT						4,293.50		
	001 5-465-2-63100	BUILDING MAINTENANCE & REPAIR				4,293.50		PAINT FOR OUTDOOR POOLS		
				REG. CHECK				4,293.50	4,293.50CR	0.00
								4,293.50	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-2348	THOMAS HEATING & AIR									
I 3663		AC REPAIR	AP		R	10/31/2018		130.00	130.00CR	
		G/L ACCOUNT						130.00		
	610 5-816-2-63100	BUILDING MAINTENANCE & REPAIR					130.00	AC REPAIR		
				REG. CHECK				130.00	130.00CR	0.00
								130.00	0.00	
-----										
01-2352	THOMPSON TRUCK & TRAILER									
I X101080333:01		SHOP SUPPLIES	AP		R	10/31/2018		31.74	31.74CR	
		G/L ACCOUNT						31.74		
	810 5-899-2-65070	OPERATING SUPPLIES					31.74	SHOP SUPPLIES		
I X101080530:01		REPAIR PARTS #21	AP		R	10/31/2018		220.44	220.44CR	
		G/L ACCOUNT						220.44		
	810 5-899-2-63321	REPAIR PARTS					220.44	REPAIR PARTS #21		
I X101080780:01		PARTS #5 AND STOCK	AP		R	10/31/2018		227.21	227.21CR	
		G/L ACCOUNT						227.21		
	810 5-899-2-63321	REPAIR PARTS					79.31	PARTS #5 AND STOCK		
	810 5-899-2-63324	STOCK-REPAIR PARTS					147.90	PARTS #5 AND STOCK		
				REG. CHECK				479.39	479.39CR	0.00
								479.39	0.00	
-----										
01-1713	TIPTON CHAMBER OF COMMERCE									
I 102318TCC		MINION STRAW BALE	AP		R	11/30/2018		15.00	15.00CR	
		G/L ACCOUNT						15.00		
	001 5-620-2-65980	MISCELLANEOUS					15.00	MINION STRAW BALE		
				REG. CHECK				15.00	15.00CR	0.00
								15.00	0.00	
-----										
01-2501	TRANS IOWA EQUIPMENT									
I P05679		REPAIR PARTS #30	AP		R	10/31/2018		287.81	287.81CR	
		G/L ACCOUNT						287.81		
	810 5-899-2-63321	REPAIR PARTS					287.81	REPAIR PARTS #30		
				REG. CHECK				287.81	287.81CR	0.00
								287.81	0.00	
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VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1 UNIVERSITY OF IOWA POLICE

I 2018UIP		TRNG	AP		R	10/31/2018		900.00	900.00CR	
		G/L ACCOUNT						900.00		
		001 5-110-1-62300	TRAINING				900.00	UNIVERSITY OF IOWA POLICE:TRNG		
				REG. CHECK				900.00	900.00CR	0.00
								900.00	0.00	

01-2553 UTILITY SALES & SERVICE INC

I 23137		SERVICE LINE SUPPLIES	AP		R	10/31/2018		361.12	361.12CR	
		G/L ACCOUNT						361.12		
		640 5-825-2-65307	SERVICE LINES				361.12	SERVICE LINE SUPPLIES		
I 23140		SERVICE LINE SUPPLIES	AP		R	10/31/2018		319.38	319.38CR	
		G/L ACCOUNT						319.38		
		640 5-825-2-65307	SERVICE LINES				319.38	SERVICE LINE SUPPLIES		
I 23165		REGULATORS, SERVICE LINE SU	AP		R	10/31/2018		1,543.68	1,543.68CR	
		G/L ACCOUNT						1,543.68		
		640 5-825-2-65306	REGULATORS				435.00	REGULATORS, SERVICE LINE SUPP		
		640 5-825-2-65307	SERVICE LINES				1,108.68	REGULATORS, SERVICE LINE SUPP		
				REG. CHECK				2,224.18	2,224.18CR	0.00
								2,224.18	0.00	

01-2562 VERMEER SALES & SERVICE INC

I 522135		REPAIRS PARTS, SEAT COVER #	AP		R	11/30/2018		228.14	228.14CR	
		G/L ACCOUNT						228.14		
		810 5-899-2-63321	REPAIR PARTS				228.14	REPAIRS PARTS, SEAT COVER #135		
				REG. CHECK				228.14	228.14CR	0.00
								228.14	0.00	

01-2574 WALMART COMMUNITY

I 2856		MISC SUPPLIES	AP		R	11/30/2018		48.35	48.35CR	
		G/L ACCOUNT						48.35		
		600 5-810-2-65980	MISCELLANEOUS				48.35	MISC SUPPLIES		
I 323		MISC SUPPLIES	AP		R	11/30/2018		33.41	33.41CR	
		G/L ACCOUNT						33.41		
		001 5-160-2-65980	MISCELLANEOUS				33.41	MISC SUPPLIES		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 572		OFFICE & MISC SUPPLIES	AP		R	11/30/2018		71.17	71.17	CR
		G/L ACCOUNT						71.17		
	835 5-899-2-65060	OFFICE SUPPLIES					51.25	OFFICE & MISC SUPPLIES		
	001 5-110-2-65980	MISCELLANEOUS					19.92	OFFICE & MISC SUPPLIES		
I 6344		PROGRAM SUPPLIES	AP		R	11/30/2018		116.94	116.94	CR
		G/L ACCOUNT						116.94		
	001 5-410-2-65021	PROGRAMMING					116.94	PROGRAM SUPPLIES		
I 8301		PROGRAM SUPPLIES	AP		R	11/30/2018		42.14	42.14	CR
		G/L ACCOUNT						42.14		
	001 5-410-2-65021	PROGRAMMING					42.14	PROGRAM SUPPLIES		
		REG. CHECK						312.01	312.01	CR
								312.01	0.00	0.00
01-2640	WENDLING QUARRIES INC									
I 749145		45.15 TN ROAD STONE AND CHI	AP		R	12/02/2018		464.98	464.98	CR
		G/L ACCOUNT						464.98		
	001 5-210-2-65070	OPERATING SUPPLIES					464.98	45.15 TN ROAD STONE AND CHIPS		
		REG. CHECK						464.98	464.98	CR
								464.98	0.00	0.00

===== 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	19,696.97CR
110	ROAD USE TAX FUND	13,115.55CR
600	WATER OPERATING	897.29CR
610	WASTEWATER/AKA SEWER REVE	1,666.00CR
630	ELECTRIC OPERATING	15,094.29CR
640	GAS OPERATING	38,106.98CR
660	AIRPORT OPERATING	17.53CR
670	GARBAGE COLLECTION	3,248.25CR
740	STORM WATER	1,160.00CR
810	CENTRAL GARAGE	3,561.07CR
835	ADMINISTRATIVE SERVICES	2,534.33CR
** TOTALS **		99,098.26CR

---- 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		99,098.26	99,098.26CR	0.00
		99,098.26	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		99,098.26	99,098.26CR	0.00
		99,098.26	0.00	

TOTAL CHECKS TO PRINT: 55

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 ERRORS: 0 WARNINGS: 0

City Credit Card Statement			999	1010			Card Ttl	4,589.78
<b>Ambulance</b>								
Misc Supplies - Paypal	dr	001	5	160	2	65980	50.00	
<b>Total Charges</b>								<b>50.00</b>
<b>City Check Out</b>								
Travel Training - Jethro n Jakes, Hy-Vee, Pancheros	dr	001	5	110	1	62980	42.56	
Office Supplies - Amazon	dr	001	5	110	2	65060	47.01	
<b>Total Charges</b>								<b>89.57</b>
<b>City Manager</b>								
Travel Training - Highway 63 Diner	dr	835	5	899	1	62980	15.03	
<b>Total Charges</b>								<b>15.03</b>
<b>Economic Development Director</b>								
Office Supplies - Walmart	dr	001	5	525	2	65060	107.97	
Training Supplies - Caseys	dr	001	5	525	1	62300	64.17	
Travel Training - Marriott, The Brown Bottle, Burger King,	dr	001	5	610	1	62980	314.22	
Singlespeed	dr	835	5	899	1	62980	295.62	
	dr	001	5	525	1	62980	330.12	
<b>Total Charges</b>								<b>1,112.10</b>
<b>Electric</b>								
Misc Supplies - Caseys, Amazon	dr	630	5	820	2	65980	83.23	
Office Supplies - Walmart	dr	630	5	820	2	65060	76.83	
Cable Tie Mount - Hi-Line	dr	630	5	821	2	63500	40.13	
Training - Iowa Chapter IAEI	dr	630	5	820	1	62300	150.00	
<b>Total Charges</b>								<b>350.19</b>
<b>Finance Director</b>								
Travel Training - Subway	dr	835	5	899	1	62980	14.00	
Misc Supplies - James Kennedy Aquatic Center, Amazon	dr	835	5	899	2	65980	13.94	
Training - Iowa League of Cities	dr	835	5	899	1	62300	45.00	
<b>Total Charges</b>								<b>72.94</b>
<b>Fire</b>								
Training - Kirkwood	dr	001	5	150	1	62300	135.00	
Misc Supplies - Caseys, Walmart	dr	001	5	150	2	65980	175.72	
Uniform Supplies - Amazon	dr	001	5	150	2	64350	129.95	
Vehicle Operations - Mt. Vernon Ace	dr	001	5	150	2	63310	24.35	
<b>Total Charges</b>								<b>465.02</b>
<b>JKFAC/Recreation</b>								
Operating Supplies - Grainger	dr	001	5	465	2	65070	107.64	
Operating Supplies - Walmart	dr	001	5	446	2	65070	20.79	
Office Supplies - Walmart	dr	001	5	465	2	65060	71.94	
<b>Total Charges</b>								<b>200.37</b>
<b>Library</b>								
Postage/Shipping - USPS	dr	001	5	410	2	65080	179.03	
Materials - Amazon	dr	001	5	410	2	65020	565.69	
Office Supplies - Walmart, Amazon, Demco	dr	001	5	410	2	65060	347.83	
<b>Total Charges</b>								<b>1,092.55</b>
<b>Police</b>								
Travel Training - Ramada, Quality Inn, Fran and Cheries	dr	001	5	110	1	62980	172.73	
Fuel - Caseys	dr	810	5	899	2	65075	41.59	
Misc Supplies - Itunes (credited fraud purchase)	dr	001	5	110	2	65980	-49.99	
Training - Iowa Police Chiefs Association	dr	001	5	110	1	62300	125.00	



**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of Nov 7, 2018.
<b>AGENDA ITEM:</b>	Resolution concerning the purchase of natural gas from PEFA.
<b>ACTION:</b>	Motion to approve or decline this agreement.

**SYNOPSIS**

We've enclosed a resolution that authorizes the City to enter into a long-term contract for the purchase of natural gas from an organization called PEFA.

The resolution authorizes signatures on an agreement that's attached as Exhibit A. I didn't include the agreement in your packet because it's 70+ pages long. But, if anyone wants it, I can email it to you.

It's a complicated arrangement. And, admittedly, I don't understand much of it.

But, this seems to be the situation...

PEFA is non-profit. It would issue bonds to enter into the prepayment of gas at a discount that's based on the curve. The curve is computed by an agreed upon formula that's based on factors within a 5-7 year timeframe.

One of the attachments that came with their email mentioned that they are financing up to \$650,000,000. However, cities like ours have no obligation to PEFA's debt.

The agreement obligates cities like Tipton to buy gas through PEFA. It's a 30-year agreement.

Virgil figured that would save us roughly \$50,000 per year on the purchase of gas.

As I understand it, Clayton Energy is the gas purchasing agent that already represents Tipton and many other municipal gas utilities. They've recommended approval of this agreement. We've also enclosed a list of other Iowa municipals that have already entered into this agreement.

Bill Lindley from Clayton Energy is coming to the Nov 7 meeting to explain this arrangement in greater detail.

**PREPARED BY:** BW

**DATE PREPARED:** Nov 2, 2018

**ITEMS TO BE INCLUDED ON AGENDA**

**CITY OF TIPTON, IOWA**

A RESOLUTION AUTHORIZING THE PURCHASE OF NATURAL GAS FROM PEFA, INC.; APPROVING THE EXECUTION AND DELIVERY OF A GAS SUPPLY AGREEMENT AND OTHER DOCUMENTS RELATING TO SAID PURCHASE; APPROVING THE ISSUANCE OF BONDS BY PEFA, INC.; AND ADDRESSING RELATED MATTERS

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE  
CHAPTER 21 AND THE LOCAL RULES OF THE CITY

\_\_\_\_\_, 2018

The City Council the City of Tipton, State of Iowa, met in \_\_\_\_\_ session, in the \_\_\_\_\_, at \_\_\_\_\_ .M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

\_\_\_\_\_

Absent: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon the Mayor declared the following Resolution duly adopted:

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE PURCHASE OF NATURAL GAS FROM PEFA, INC.; APPROVING THE EXECUTION AND DELIVERY OF A GAS SUPPLY AGREEMENT AND OTHER DOCUMENTS RELATING TO SAID PURCHASE; APPROVING THE ISSUANCE OF BONDS BY PEFA, INC.; AND ADDRESSING RELATED MATTERS**

WHEREAS the City is desirous of becoming a Member of the Public Energy Facilities Authority pursuant to that certain Amended and Restated Agreement Establishing the Public Energy Facilities Authority dated as of June 1, 2008 as an Iowa joint powers agency (the "Agency") organized under Chapter 28E of the Iowa Code (the "28E Agreement"), and in connection with the undertakings described therein, the City must now agree to join the 28E Agreement; and

WHEREAS, the City is desirous of proceeding with a gas purchase transaction as further described herein; and

WHEREAS, PEFA, Inc. is a non-profit corporation duly organized and existing under the laws of the State of Iowa and, in particular, Iowa Code Chapter 504, as amended from time to time; and

WHEREAS, PEFA, Inc. has planned and developed a project to acquire long-term gas supplies from J. Aron & Company LLC, a New York limited liability company and an affiliate of The Goldman Sachs Group, Inc., pursuant to a Prepaid Natural Gas Sales Agreement, to meet a portion of the requirements of the City of Tipton (the "Gas Purchaser"), and other public

gas distribution systems that elect to participate (each, a "Project Participant", and collectively, the "Project Participants") through a prepayment (the "Prepaid Project"); and

WHEREAS, PEFA, Inc. will issue its Gas Project Revenue Bonds, Series 2018 (the "PEFA, Inc. Bonds") to finance the acquisition of gas supplies under the Prepaid Project; and

WHEREAS, PEFA, Inc. will sell all the gas purchased under the Prepaid Project to the Project Participants; and

WHEREAS, Gas Purchaser is a public body and political subdivision organized and existing under and by virtue of the constitution and laws of the State of Iowa, acting by and through its City Council of City of Tipton for and on behalf of its municipal gas utility; and

WHEREAS, Gas Purchaser has determined that it is in the best interest of its customers to be a Project Participant and thereby purchase a portion of Gas Purchaser's natural gas requirements from PEFA, Inc. pursuant to a natural gas supply contract to be entered into by PEFA, Inc. and Gas Purchaser (the "Gas Supply Agreement"); and

WHEREAS, under the Gas Supply Agreement, Gas Purchaser will agree to purchase from PEFA, Inc. the amounts of gas specified in the Gas Supply Agreement, at the prices specified in the Gas Supply Agreement, for a term specified in the Gas Supply Agreement; and

WHEREAS, the PEFA, Inc. Bonds will be issued pursuant to a Trust Indenture between PEFA, Inc. and a corporate trustee (the "Indenture") and purchased by the underwriters or original purchasers of the PEFA, Inc. Bonds (the "Underwriters") pursuant to one or more bond purchase agreements or similar agreements; and

WHEREAS, PEFA, Inc. will pledge to the payment of the PEFA, Inc. Bonds certain assets of PEFA, Inc., including the Gas Supply Agreement between PEFA, Inc. and Gas Purchaser; and

WHEREAS, Gas Purchaser shall have no financial liability with respect to the PEFA, Inc. Bonds, and Gas Purchaser's only obligations relating to the Prepaid Project herein shall be as set forth in the Gas Supply Agreement; and

WHEREAS, in order to authorize the purchase of natural gas from PEFA, Inc. and the execution of the Gas Supply Agreement, to consent to the pledge of the Gas Supply Agreement to secure the PEFA, Inc. Bonds, to authorize the sale of the gas purchased from PEFA, Inc., and to authorize and take such other necessary and appropriate action in furtherance of the Prepaid Project, Gas Purchaser adopts this Resolution.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Tipton, Iowa (the "Governing Body"), as follows:

SECTION 1: Gas Purchaser is authorized to enter into a Gas Supply Agreement with

PEFA, Inc., pursuant to which Gas Purchaser will purchase natural gas from PEFA, Inc. as provided in the Gas Supply Agreement. The Gas Supply Agreement shall (a) have a term of not greater than 366 months, (b) provide for the purchase by Gas Purchaser of not more than 864 MMBtu per day, and (c) provide for a projected minimum savings (prior to payment of the project administration fee as set forth in the Gas Supply Agreement) through monthly and annual discounts of not less than 35 cents per MMBtu to Gas Purchaser for the initial rate period and not less than 24 cents per MMBtu in any reset period, unless Gas Purchaser elects to purchase gas at a lesser discount during any reset period, as set forth in the Gas Supply Agreement. Gas Purchaser's obligation to make payments under the Gas Supply Agreement shall be an operating expense of its municipal gas utility, and is payable solely from the revenues of its gas system and other monies legally available, and is not a general obligation of the City or a debt or charge against the City within the meaning of any constitutional or statutory debt limit provision.

SECTION 2: The Gas Supply Agreement shall be in substantially the form submitted and attached hereto as Exhibit A, which such form is hereby approved, with such completions, deletions, insertions, revisions, and other changes as may be approved by the officers executing same with the advice of counsel, their execution to constitute conclusive evidence of their approval of any such changes.

SECTION 3: The gas purchased by Gas Purchaser from PEFA, Inc. shall be resold by Gas Purchaser to its retail customers in its service area, pursuant to published tariffs or pursuant to qualified requirements contracts approved by special tax counsel to PEFA, Inc.

SECTION 4: The Mayor (the "Authorized Officer") is hereby authorized to execute and deliver the Gas Supply Agreement and the City Clerk (the "Attesting Officer") is hereby authorized to attest the Gas Supply Agreement.

SECTION 5: The officers, employees, and agents of Gas Purchaser (including, without limitation, Clayton Energy) are hereby authorized and directed to take such actions and do all things necessary to cause the purchase of said gas to take place, including the payment of all amounts required to be paid in order to purchase the gas in accordance with the Gas Supply Agreement.

SECTION 6: The Governing Body approves the Prepaid Project undertaken by PEFA, Inc. and the portion of the PEFA, Inc. Bonds issued by PEFA, Inc. on behalf of the Gas Purchaser, and consents to the pledge of all of PEFA, Inc.'s right, title and interest under the Gas Supply Agreement, including the right to receive performance by Gas Purchaser of its obligations thereunder, to secure the payment of principal of and interest on the PEFA, Inc. Bonds.

SECTION 7: The officers and employees of Gas Purchaser, as well as any other agent or representative of Gas Purchaser (including, without limitation, Clayton Energy), are

hereby authorized and directed to cooperate with and provide PEFA, Inc., the underwriters of the PEFA, Inc. Bonds, and their agents and representatives with such information relating to Gas Purchaser as is necessary for use in the preparation and distribution of a preliminary official statement or other disclosure document used in connection with the sale of the PEFA, Inc. Bonds. After the PEFA, Inc. Bonds have been sold, any officer or employee of Gas Purchaser, or any agent or representative designated by Gas Purchaser, shall make such completions, deletions, insertions, revisions, and other changes in the preliminary official statement relating to Gas Purchaser not inconsistent with this Resolution as are necessary or desirable to complete it as a final official statement for purposes of Rule 15c2-12 of the Securities and Exchange Commission (the "Rule"). The Governing Body hereby covenants and agrees that Gas Purchaser will cooperate with PEFA, Inc. in the discharge of PEFA, Inc.'s obligations to provide annual financial and operating information and notification as to material events with respect to Gas Purchaser as may be required by the Rule. Any officer or any employee of Gas Purchaser, or such other agent or representative of Gas Purchaser as shall be appropriate (including, without limitation, Clayton Energy), is hereby authorized and directed to provide such information as shall be required for such compliance, and such officer or employee may execute a continuing disclosure agreement with respect to the provision of such information if requested to do so by the underwriters of the PEFA, Inc. Bonds.

SECTION 8: The PEFA, Inc. Bonds are not obligations of Gas Purchaser but are special limited obligations of PEFA, Inc. payable solely from the revenues and receipts pledged by PEFA, Inc. under the Indenture, including the revenues and receipts arising from the sale of gas to Project Participants. By consenting to the pledge of the Gas Supply Agreement and agreeing to provide information for inclusion in the official statement, Gas Purchaser is not incurring any financial liability with respect to the PEFA, Inc. Bonds. The principal, redemption price and purchase price (to the extent payable by PEFA, Inc. upon tender for purchase in accordance with the provisions of the financing documents authorizing issuance of the PEFA, Inc. Bonds, or any loan agreement, trust agreement or other agreements of PEFA, Inc. required thereby (the "Financing Documents")) of the PEFA, Inc. Bonds and the interest thereon, shall be payable solely from, and secured solely by, the revenues, funds and other assets of PEFA, Inc. pledged therefor under the applicable Financing Documents and shall not constitute a special or general obligation of the City, or a charge against the general credit or other funds of the City. The PEFA, Inc. Bonds shall not be secured by a legal or equitable pledge of, or lien or charge upon or security interest in, any property of the City or any of its income or receipts. Neither the faith and credit nor the taxing power of the State of Iowa (the "State") or the City or any other public agency shall be pledged to the payment of the principal, redemption price or purchase price of, or the interest on, the PEFA, Inc. Bonds. The issuance by PEFA, Inc. of the PEFA, Inc. Bonds shall not directly, indirectly or contingently obligate the State, or the City or any other public agency, to levy or pledge any form of taxation or to make any appropriation for the payment of the PEFA, Inc. Bonds. The payment of the principal, redemption price or purchase price of, or interest on, the PEFA, Inc. Bonds shall not constitute a debt, liability or obligation of the State, the City, or any other public agency.

SECTION 9: All acts and doings of the officers and employees of Gas Purchaser or any other agent or representative of Gas Purchaser which are in conformity with the purposes and intent of this Resolution and in furtherance of the execution and delivery of and performance under the Gas Supply Agreement, and in furtherance of the issuance and sale of the PEFA, Inc. Bonds, shall be and the same hereby are in all respects approved and confirmed, including without limitation the execution and delivery by the officers of Gas Purchaser of all certificates and documents as they shall deem necessary in connection with the Gas Supply Agreement and the PEFA, Inc. Bonds.

SECTION 10. The City Council understands and agrees that Ahlers & Cooney, P.C, represents the Agency and PEFA, Inc., in connection with the Agency Agreement, the Gas Supply Agreement, the PEFA, Inc. Bonds, and associated documents and transactions, and, hereby consents to such representation and to the extent such representation might be an actual, potential, or perceived conflict of interest, the Council waives any such conflict and consents to said representation.

Section 11: The 28E Agreement entitled AMENDED AND RESTATED AGREEMENT ESTABLISHING THE PUBLIC ENERGY FACILITIES AUTHORITY, AN IOWA JOINT POWERS AGENCY UNDER IOWA CODE CHAPTER 28E (Dated as of June 1, 2008) (the "28E Agreement") in the form attached hereto as Exhibit B is approved, Gas Purchaser intends to join and be bound by the terms of the 28E Agreement upon the execution thereof or a supplement thereto, and the officers and employees of Gas Purchaser are hereby authorized and directed to execute the 28E Agreement or a supplement thereto as necessary and appropriate to join the 28E Agreement in substantially the form attached hereto as Exhibit C.

SECTION 12: If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION 13: All other resolutions or orders, or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed and this Resolution shall be in immediate effect from and after its adoption.

SECTION 14: This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)



## City Council/Board Meetings to Approve Resolutions

CITY	OCTOBER	TIME (P.M.)	RESOLUTION APPROVED	
Orange City	15	4:30	X	1
Manning	15	5:00	X	2
Alton	15	6:00	X	3
Wellman	15	6:00	X	4
Remsen	15	7:00	X	5
Brighton	16	7:00	X	6
Manilla	16	7:00	X	7
Whittemore	16	7:00	X	8
Lake Park	17	6:00	X	9
Round Lake	17	6:15	X	10
Woodbine	17	6:30	X	11
Wahoo Board Recommendation to Council	17	7:00	X	
Wayland	17	7:00	X	12
Falls City Board Recommendation to Council	18	5:30	X	
Bloomfield	18	7:00	X	13
Lenox	22	5:30	X	14
Hartley	22	6:00	X	15
West Bend	22	7:00	X	16
Sac City	23	5:00	X	17
Cascade	23	5:15	X	18
Wall Lake	23	7:00	X	19
Emmetsburg	23	7:00 A.M.	X	20
Hawarden	24	5:30	X	21
Morning Sun	24	6:30	X	22
Coon Rapids	25	7:00 A.M.	X	23
Brooklyn	25	5:30	X	24
Wahoo	25	7:00	X	25
Guthrie Center	26	8:00 A.M.	X	26
Winfield	26	3:00 P.M.	X	27
Mapleton	29	12:15 P.M.	X	28
Fairbank	29	5:00	X	29
Rolfe	29	5:30	X	30
Preston	29	6:00	X	31
Everly	29	6:30	X	32
Graettinger	29	7:00	X	33
Sanborn	30	7:00 A.M.	X	34
Rock Rapids	30	7:00 A.M.	X	35
Sioux Center	31	4:00		36
Falls City	5-Nov	6:00		37
Lorimor	5-Nov	?		38
Tipton	7-Nov	?		39
Scribner	7-Nov	7:00		40
Bedford	14-Nov	5:30		41
Clearfield	?		Special Meeting	42

October 26, 2018

**VIA EMAIL**

Brian Wagner  
City Manager/City Hall  
Tipton, IA

Re: Tipton, Iowa  
2018-2021 Sanitary Sewer Improvement Project

Dear Brian:

The purpose of this letter is to explain our role as bond counsel for the City of Tipton's (the "City") proposed Sewer Improvement Project (the "Project") to be financed through the State Revolving Fund loan program. It is our understanding that the City will enter into a \$435,000 Planning and Design Loan (the "P&D Loan") to cover engineering expenses while the Project is designed. Subsequently, the City will let the contract (the "Bid Letting") for the construction of the Project and will enter into a long term loan in the approximate principal amount of \$5,000,000 in order to finance construction of the Project (the "Bond Issue").

As bond counsel, it will be our responsibility to coordinate activity and legal proceedings necessary to enable the City to authorize the P&D Loan, conduct the Bid Letting and authorize the Bond Issue. To accomplish this, we will prepare appropriate resolutions, notices, agreements and certificates; consult with the City's financial advisor and engineer; and undertake such additional duties as required by state law and the circumstances. At closing of both the P&D Loan and the Bond Issue, if the conditions are right, we will provide a written legal opinion that (i) the bonds are valid and binding obligations of the City; and (ii) with respect to the Bond Issue, the interest will be excluded from gross income for federal income tax purposes.

In performing our services as bond counsel, our sole client will be the City of Tipton. We will not represent any other party in this financing, and it is mutually understood that the services to be provided by us as described herein are solely for the benefit of the City.

Based upon (i) our current understanding of the terms, structure, size and schedule of the Project and its financing; (ii) the duties we will undertake; (iii) the time we anticipate devoting to the representation; and (iv) the responsibilities we assume; we estimate that our fees and expenses will not exceed \$17,500. We will bill up to \$3,500 of this amount shortly after closing of the P&D Loan, with the balance to be billed after closing of the Bond Issue..

After this arrangement is approved on behalf of the City, please have this letter executed in the space below, and either fax an executed copy of this letter to our office at (515) 283-1060 or scan and email an executed copy to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com). If you have questions, please call Emily Hammond or me.

We look forward to working with you. Thank you for the opportunity to serve the City.

Best regards,

  
John P. Danos

JPD/sl

I understand and agree to the arrangements stated above.

**CITY OF TIPTON, IOWA**

**BY:** \_\_\_\_\_  
Mayor

**Date:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_

MINUTES TO SET DATE FOR HEARING  
ON ENTERING INTO A LOAN AND  
DISBURSEMENT AGREEMENT

419554 (N/I)

Tipton, Iowa

November 7, 2018

The City Council of the City of Tipton, Iowa, met on November 7, 2018, at \_\_\_\_\_  
o'clock \_\_\_\_m., at the \_\_\_\_\_, in the City. The Mayor presided and the roll was  
called showing the following members of the Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the resolution hereinafter next set  
out and moved its adoption, seconded by Council Member \_\_\_\_\_; and after  
due consideration thereof by the Council, the Mayor put the question upon the adoption of the  
said resolution and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. \_\_\_\_\_

Resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$435,000

WHEREAS, the City of Tipton (the "City"), in Cedar County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the "Utility") in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the "Council") and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution of the Council (the "Outstanding Bond Resolution"), the City has heretofore issued its \$3,200,000 Sewer Revenue Bond, SRF Series 2003, dated June 30, 2003 (the "Outstanding Bond"), a portion of which remains outstanding; and

WHEREAS, pursuant to the Outstanding Bond Resolution, the City reserved the right to issue additional obligations payable from the net revenues of the Utility and ranking on a parity with the Outstanding Bond under the terms and conditions set forth in the Outstanding Bond Resolution; and

WHEREAS, the City now proposes to enter into a Sewer Revenue Loan and Disbursement Agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$435,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility (the "Project"), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Tipton, Iowa, as follows:

Section 1. This City Council shall meet on November 19, 2018, at the \_\_\_\_\_, in the City, at \_\_\_\_\_ o'clock \_\_\_\_m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE  
PROCEEDINGS TO ENTER INTO A LOAN AND DISBURSEMENT AGREEMENT  
IN A PRINCIPAL AMOUNT NOT TO EXCEED \$435,000

(SEWER REVENUE)

The City Council of the City of Tipton, Iowa, will meet on November 19, 2018, at the \_\_\_\_\_, in the City, at \_\_\_\_\_ o'clock \_\_\_\_ .m., for the purpose of instituting proceedings and taking action to enter into a loan and disbursement agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed \$435,000, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the City's Municipal Sanitary Sewer System.

The Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation but, together with the City's outstanding Sewer Revenue Bond, SRF Series 2003, dated June 30, 2003, and any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Municipal Sanitary Sewer System of the City.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Agreement. After receiving objections, the City may determine to enter into the Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Tipton, Iowa.

Amy Lenz  
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$5,600,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon adoption and approval, as provided by law.

Passed and approved this November 7, 2018.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

• • • •

On motion and vote, the meeting adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF CEDAR  
CITY OF TIPTON

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for hearing on the City Council's proposal to take action in connection with a Sewer Revenue Loan and Disbursement Agreement.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk

**ORGANIZATION AND ESTABLISHMENT CERTIFICATE:**

STATE OF IOWA  
COUNTY OF CEDAR  
CITY OF TIPTON

SS:

I, the undersigned City Clerk, do hereby certify that the aforementioned City is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that such City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

_____	Mayor
_____	City Manager
_____	City Clerk
_____	City Treasurer
_____	Finance Officer
_____	Council Member/Mayor Pro Tem
_____	Council Member

I further certify that the City established the Municipal Sanitary Sewer System (the "Utility") and that the Utility has been in continuous operation by the City since its establishment as aforesaid in supplying sanitary sewer service to the City and its inhabitants.

I further certify that the management and control of the Utility are vested in the City Council of the City, and that no board of trustees exists which has any part of the control and management of such Utility.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk

OUTSTANDING DEBT CERTIFICATE:

STATE OF IOWA  
COUNTY OF CEDAR                    SS:  
CITY OF TIPTON

I, the undersigned, City Clerk of the City of Tipton, Iowa (the "City"), do hereby certify that the City has no bonds or other obligations of any kind now outstanding which are secured by and payable from the revenues derived from the operation of the Municipal Sanitary Sewer System (the "Utility"), except as follows:

Date	Type	Principal Amount Outstanding	Maturity
June 30, 2003	Sewer Revenue Bond	\$ _____	June 1, 2024

**(Attach here a separate sheet listing any other outstanding obligations of the City secured by and payable from the revenues of the Utility excluding the proposed issue.)**

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk

**PUBLICATION CERTIFICATE:**

**(PLEASE NOTE: Please do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

STATE OF IOWA  
COUNTY OF CEDAR  
CITY OF TIPTON

SS:

I, the undersigned, City Clerk of the aforementioned City, do hereby certify that pursuant to the resolution of its City Council fixing a date of meeting at which it is proposed to take action to enter into a loan and disbursement agreement, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk

**(Attach here the publisher's original affidavit with clipping of the notice, as published.)**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of Nov 7, 2018.
<b>AGENDA ITEM:</b>	First Reading of Ordinance No. 566: An Ordinance Amending Chapter 99, Sewer Service Charges, Section 99.02 of the City of Ordinances
<b>ACTION:</b>	Motion to approve or modify the first reading.

**SYNOPSIS**

If the attached ordinance is acceptable, the Council can consider its first reading on Nov 7.

The ordinance is based on the Council's direction following the public hearing that was held on October 15. The Council's direction was based largely on the advice given by Maggie Burger of Speer Financial.

Speer's advice assumed a 20-year, low-interest loan from the State of Iowa that will pay for our mandated wastewater treatment project. The current estimated cost is \$5.6 million. The loan is to be paid solely by revenues from the wastewater utility.

Maggie Burger's financial projections resulted in three new "special rates" within this ordinance. The first version of this ordinance had only two special rates. But, while preparing for the Oct 15 public hearing, it became clearer that Maggie's projections called for three.

All revenue from the three special rates will be used to pay off our project debt.

*Special Rate #1* is added to whatever the "basic service charge" is. That charge is currently \$13.00 per month. The first increase isn't effective until July 1, 2021. The ordinance section includes Maggie's suggested schedule of increases over the years.

*Special Rate #2* is an add-on to whatever the "usage charge" is. That charge is currently \$3.86 per 100 cubic feet of water used per month. The first increase isn't effective until July 1, 2021. Again, this ordinance section includes Maggie's suggested schedule of increases over the years.

Please note: Since *Special Rate #1* and *Special Rate #2* won't be effective until after the SAGR project is due for completion, both rates will be open to modification when we know more about the actual cost of the project.

*Special Rate #3* is the flat charge of \$10 per month. It will raise the bulk of the funding for repaying our loan. It, too, can be modified when we know more about the actual cost of the project.

The ordinance makes this special rate effective on January 1, 2019. This was done so the City could accumulate some project funding in the near-term so that, hopefully, we can borrow less for the long-term.

Another note: The first version of the ordinance was written to give the Council the ability to increase or decrease the special rates by resolution under City Code Section 99.03. 99.03 is then followed by a cited Iowa Code section.

After looking at that Code section, I think that only an independent wastewater utility can change its rates by a resolution. But, if a City Council (for example) changes its rates, it appears that it should be done by ordinance.

**PREPARED BY:** BW

**DATE PREPARED:** Nov 2, 2018

ORDINANCE NO. 566

AN ORDINANCE AMENDING CHAPTER 99, SEWER SERVICE CHARGES, SECTION 99.02 OF THE CITY CODE OF ORDINANCES

SECTION 1. *Purpose.* The purpose of this ordinance is to amend the ordinance regarding sanitary sewer rates within the service territory of City of Tipton.

SECTION 2. *Amendment.* Chapter 99.02 is hereby amended as follows:

**99.02 RATE.** Each customer shall pay sewer service charges for the use of and for the service supplied by the municipal sanitary sewer system based upon the amount of water consumed as follows:

1. *Basic Service Charge.* A basic service charge of \$13.00 per month.
2. *Usage Charge.* A usage charge of \$3.86 per 100 cubic feet of water used per month.
3. *Special Rate #1 for Wastewater Treatment Plant Project: Base Service Charge for Debt.* A special rate is hereby established to repay debt on a mandated wastewater treatment plant project that is due to be operational on or about April 2021.

The following annual increases will be applied in addition to whatever amount is set by Section 99.02 (1), Usage Charges. The monies collected by this special rate will be dedicated to the repayment of project debt.

July 1, 2019	0%
July 1, 2020	0%
July 1, 2021	2%
July 1, 2022	2%
July 1, 2023	1%
July 1, 2024	1%
July 1, 2025	1%

Thereafter, effective on each and every July 1 until all related project debt is repaid, this special rate will increase by 1% per month.

4. *Special Rate #2 for Wastewater Treatment Plant Project: Usage Charge for Debt.* A special rate is hereby established to repay debt on a mandated wastewater treatment plant project that is due to be operational on or about April 2021.

The following annual increases will be applied in addition to whatever amount is set by Section 99.02 (2), Usage Charges. The monies collected by this special rate will be dedicated to the repayment of project debt.

July 1, 2019	0%
July 1, 2020	0%
July 1, 2021	2%
July 1, 2022	2%
July 1, 2023	1%
July 1, 2024	1%
July 1, 2025	1%

Thereafter, effective on each and every July 1 until all related project debt is repaid, this special rate will increase by 1% per 100 cubic feet of water used per month.

5. *Special Rate #3 for Wastewater Treatment Plant Project: Flat Monthly Rate for Debt.* A special rate is hereby established to repay debt on a mandated wastewater treatment plant project that is due to be operational on or about April 2021.

The monies collected by this special rate will be dedicated to the repayment of project debt.

This special rate will become effective on January 1, 2019 and will be in effect until all related project debt is repaid:

\$10 per month per customer account.

6. *Not Associated with 99.03.* The special rates set forth in 99.02 (3), (4), (5) are not associated with any of the provisions of Section 99.03, SPECIAL RATES.

SECTION 3. *Repealer.* All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4. *Severability.* If any section, provision 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 section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 5. *Effective Date.* This ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Bryan Carney, Mayor

ATTEST:

\_\_\_\_\_  
Amy Lenz, City Clerk

#### CERTIFICATION

I, Amy Lenz, City Clerk, do hereby certify the above is a true and correct copy of Ordinance No. 566 which was passed by the Tipton City Council this \_\_\_\_ day of \_\_\_\_\_, 2018 and published in the Tipton Conservative this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Amy Lenz, City Clerk

IS

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	Council meeting of Nov 7, 2018.
<b>AGENDA ITEM:</b>	Discussion and possible action concerning proposal for directional boring of electrical wire at the trailer court.
<b>ACTION:</b>	Motion to approve or decline proposal.

**SYNOPSIS**

There was another fault at the trailer court.

The damaged wire was repaired, but it is laying on the ground with an orange temporary fence around it.

From what I understand, the availability of boring contractors has been scarce. However, Jon Walsh met with Terry Swick to see if he can directionally bore the new wire before cold weather.

The area that is proposed for him to do is where 4 of the 6 faults in the trailer court have occurred.

We don't have his quote yet, but we're hoping we'll have it in time for your Nov 7 meeting.

**PREPARED BY:** BW

**DATE PREPARED:** Nov 2, 2018

**AGENDA ITEM** *IL6*

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	11/7/2018
<b>AGENDA ITEM:</b>	Approval of Revolving Fund Application
<b>ACTION:</b>	Motion to approve, deny or table

**SYNOPSIS:** Debra VanderGaast DBA: Tipton Adaptive Daycare located at 1325 Cedar Street applied for a Revolving Loan.

Project consists of the following:

Renovate daycare kitchen to improve sanitation and functionality. This includes removal of wood cabinets, laminate countertop, and porcelain sinks, asbestos abatement in floor, adhesive under cabinets, purchase of commercial sinks, shelves, desk and prep table.

The Loan Advisory Committee met on 10/18/2018 and reviewed the application. They recommended approval. Loan Advisory Committee agreed that the applicant met the loan's program requirements, but they also recommended some waivers as allowed by the guidelines and described below. Their recommendation was forwarded to the Commission to review.

On 10/25/2018, the Commission met and approved this recommendation for Council consideration:

1. Loan amount of \$10,000
2. One-half percent interest rate
3. Payback in 7 years. With monthly installments
4. Loan agreement and personal guarantee to be drawn up by Tipton's City Attorney

**BUDGET ITEM:** None

**RESPONSIBLE DEPARTMENT:** Economic Development – Linda Beck

**MAYOR/COUNCIL ACTION:** Motion to approve, deny or table request.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 10/31/2018

**AGENDA ITEM 17**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	11/7/2018
<b>AGENDA ITEM:</b>	Jingle Bell Hustle on Small Business Saturday
<b>ACTION:</b>	Motion to approve, deny or table

**SYNOPSIS:** The Chamber is planning a new event this year on November 24<sup>th</sup> called:  
*Jingle Bell Hustle on Small Business Saturday.*

Itinerary for the day:

**Jingle Bell Hustle on Small Business Saturday**

- 9:00 a.m. – 11:00 a.m. – Bring your pet to visit the Grinch in the Gazebo on the Courthouse lawn! Pictures will be taken
- 10:00 a.m. – 12:00 p.m. Kids pick up reindeer food at Theisen’s to give to Santa’s Reindeers
- 10:00 a.m. – 2:00 p.m. – Music in the Gazebo
- 10:00 a.m. 4:00 p.m. – Fresh Paint Open House and paint an ornament for \$5.00. Children must be accompanied by an adult
- 10:00 a.m. – 3:00 p.m. – Winterpalooza Craft Show at Mathews Building
- 11:00 a.m. – 1:00 p.m. Pictures with Santa at Iowa Photo Company
- 12:00 p.m. – 2:00 p.m. Face painting with Lindsey Kopp at the Oasis Coffee Shop
- 12:00 p.m. – 3:00 p.m. – Write a letter to Santa then drop off your letter at Citizens Bank in Santa’s direct mailbox
- 1:00 p.m. – 3:00 p.m. – Kids decorate a Christmas Craft at Total Look. Must be accompanied by an adult
- 2:00 p.m. - 4:00 p.m. – Polar Express Pictures at Iowa Photo Company and receive a free jingle bell while supplies last
- 2:00 p.m. – 5:00 p.m. – Nicole Rock – Live holiday dancers in store front window
- 3:00 p.m. – 5:00 p.m. – Live Reindeer on the Green Space next door to Among Friends
- 5:00 p.m. – Lighted Holiday Parade will start on Meridian and 5<sup>th</sup> Street. 1<sup>st</sup> place receives a blue ribbon and Chamber bucks.
- 5:30 p.m. – Light the Community Christmas Tree on Green Space next door to Among Friends

Live Reindeer will be present (they are fenced). Will be located on green place. No petting children just observe. Elf’s (handlers are present)

Parade of Lights: Line-up begins at 4:30 p.m. behind the courthouse on Meridian. Parade will go North on Meridian and turn (L) on 5<sup>th</sup> Street and go across highway 38 travelling west. Then, will turn (L) on Lynn Street, turn (L) on 4<sup>th</sup> Street, cross highway 38 and back to Meridian behind the courthouse.

Request Council/Mayor/City Manager ride in parade  
Request Mayor Light Community Christmas Tree

**BUDGET ITEM: None**

**RESPONSIBLE DEPARTMENT: Economic Development – Linda Beck**

**MAYOR/COUNCIL ACTION:** Motion to approve, deny or table request.

**ATTACHMENTS:** None

**PREPARED BY:** Linda Beck

**DATE PREPARED:** 10/31/2018

**AGENDA ITEM 18**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	November 7, 2018
<b>AGENDA ITEM:</b>	Garbage Exemption – 60 Sycamore Street
<b>ACTION:</b>	Motion and roll call vote to approve, amend, table or deny the request.

**SYNOPSIS:** Eastern Iowa Insul-Tech are requesting a garbage exemption for 60 Sycamore Street

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Utilities

**MAYOR/COUNCIL ACTION:** Motion and roll call vote to approve, amend, table or deny the request.

**ATTACHMENTS:** Garbage Exemption Request

**PREPARED BY:** Amy Lenz

**DATE PREPARED:** 11/01/2018



Eastern Iowa Insul-Tech, LLC  
209 W South Street  
Tipton, IA 52772  
563-357-3682



October 12, 2018

City of Tipton  
407 Lynn Street  
Tipton, IA 52772

RECEIVED OCT 15 2018

To whom it may concern:

We would like to request an exemption from the typically required dumpster for the service address of 60 Sycamore Street, account #01-0726-00. We will have little to no trash at this location and have access to the dumpster across the street at 59 Sycamore Street, which is included on RDS Construction's account #01-0725-02.

If you have any questions or comments, please let Melissa or Randy know.

Sincerely,

Randy Shumaker  
Partner  
563-357-3682

Melissa Anderson  
Accountant  
563-357-9972

**AGENDA ITEM 19**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

**DATE:** November 1, 2018

**AGENDA ITEM:** One Time Water & Sewer Bill Exemption, Monty's Pizza & Grill

**ACTION:** Motion

**SYNOPSIS:** Attached is a current utility bill and letter from Cody Montgomery requesting a one-time water and sewer adjustment for Monty's located at 310 Cedar Street. If the council would approve the request, this would reduce the water portion of their bill from \$399.51 to \$149.51, and the sewer portion of the bill from \$399.51 to \$149.51. Total credit of \$500.00.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** Utilities

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Exemption Request

**PREPARED BY:** Cindy Doermann/Amy Lenz

**DATE PREPARED:** 11/01/2018

Monty's Pizza & Grill Inc.  
310 Cedar Street  
Tipton, IA 52772

October 29, 2018

City of Tipton  
407 Lynn Street  
Tipton, IA 52772

Re: Water Usage

To Whom It May Concern,

We are requesting that an adjustment be made to our water bill. As you are aware, the City contacted our business regarding a recent spike in our usage. We investigated that spike and determined that we had a pipe that was broken under our flooring. We subsequently fixed the problem & no longer have a major water usage issue.

We had been advised by the City Office that if we submitted a written request, that we could be reimbursed the sum of \$250.00 towards our water bill and the sum of \$250.00 towards our sewer bill. We are respectfully making that request now.

Please advise if you need us to provide you with anything further. Thank you for your assistance in this matter.

Very truly yours,

Cody Montgomery  
Manager



407 Lynn St. Tipton, Iowa 563.886.6187 www.tiptoniowa.org

<b>Account Number</b>	<b>Amount Due</b>
08-1100-01	\$2,378.22
<b>Due Date</b>	<b>After Due Date Pay</b>
11/21/2018	PAID BY DRAFT
<b>Service Address</b>	
310 CEDAR ST	

There will be a \$20.00 charge on all returned checks.  
Please return this portion with your payment.  
When paying in person, please bring both portions of this bill.

CRRT COI  
BRIT MONTGOMERY  
MONTY'S PIZZA & GRILL INC  
310 CEDAR ST  
TIPTON IA 52772

**CITY OF TIPTON**  
407 Lynn St  
Tipton, IA 52772-1699



Please return this portion with your payment. When paying in person please bring both portions of this bill.

**CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS**

Name		Service Address			Account Number	
MONTY'S PIZZA & GRILL INC		310 CEDAR ST			08-1100-01	
Status	Service Dates		Number of Days	Bill Date	Penalty Date	Due Date
	From	To				
ACTIVE	08/31/2018	10/01/2018	31	10/31/2018	11/22/2018	11/21/2018

PREVIOUS BALANCE 2,736.32  
PAYMENTS 2,736.32 -

CURRENT		PREVIOUS	
DATE	READING	DATE	READING
10/01/2018	6754	08/31/2018	95968
	27.6120		
10/01/2018	7346	08/31/2018	6311
10/01/2018	89596	08/31/2018	89242

USAGE	DESCRIPTION	AMOUNT
10786	COMMERCIAL ELEC /D	278.37
27	DEMAND METER	323.61
	ENERGY ADJ 0.0331	358.05
10350	COMMERCIAL WATER	149 <sup>51</sup> 399.51
354	COMMERCIAL GAS	64.31
	GAS COST 0.6000	212.40
10350	COMMERCIAL SEWER	149 <sup>51</sup> 399.51
	C-WTR BASIC CHARGE	13.00
	C-SWR BASIC CHARGE	13.00
	C-GAS BASIC CHARGES	15.00
	C-4YD DMPSTR	119.93
	STORM WATER FEE -	5.00
	COMM DEM BASE CHARG	25.00
	SALES TAX	127.56
	WATER EXCISE TAX	23.97

Water exemption - \$250.00  
Sewer exemption \$250.00  
\$500.00

ELEC USAGE - PREV YEAR : 10218  
WATER USAGE - PREV YEAR : 2390  
GAS USAGE - PREV YEAR : 295

**CURRENT BILL** \$2,378.22  
*1878.22*  
**AMOUNT DUE** \$2,378.22  
**\* DO NOT PAY - PAID BY DRAFT\***

Account Number - 08-1100-01 MONTY'S PIZZA\_GRILL INC Service Address: 310 CEDAR ST

Service: 300 302 COMMERCIAL WATER Meter: 7889596

Month	Date	Read		Total	Demand		Reading		Occupant
		Previous	Current	Consumption	Read	Consumption	Flag	Source	
Year : 2018 Total 10									
Oct	10/01/2018	6311	7346	10350			Regular	Hand Held	01
Sep	08/31/2018	4887	6311	14240			Regular	Hand Held	01
Aug	08/01/2018	4023	4887	8640			Regular	Hand Held	01
Jul	07/02/2018	3780	4023	2430			Regular	Hand Held	01
Jun	06/01/2018	3554	3780	2260			Regular	Hand Held	01
May	05/02/2018	3347	3554	2070			Regular	Hand Held	01
Apr	04/02/2018	3122	3347	2250			Regular	Hand Held	01
Mar	03/02/2018	2911	3122	2110			Regular	Hand Held	01
Feb	01/31/2018	2708	2911	2030			Regular	Hand Held	01
Jan	01/03/2018	2517	2708	1910			Regular	Hand Held	01
Year : 2017 Total 9									
Dec	12/01/2017	2334	2517	1830			Regular	Hand Held	01
Nov	11/01/2017	2137	2334	1970			Regular	Hand Held	01
Oct	10/02/2017	1898	2137	2390			Regular	Hand Held	01
Sep	09/01/2017	1664	1898	2340			Regular	Hand Held	01
Aug	08/02/2017	1449	1664	2150			Regular	Hand Held	01
Jul	07/03/2017	1225	1449	2240			Regular	Hand Held	01
Jun	06/05/2017	962	1225	2630			Regular	Hand Held	01
May	05/03/2017	765	962	1970			Regular	Hand Held	01
Apr	04/03/2017	736	765	290			Regular	Hand Held	01
				Avg 3479					

2150

\$ 82.99

