

September 16, 2019  
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: Cummins, Anderson and Leeper. Absent: McNeill and Spear. Also present: Wagner, Armstrong, Lenz, Nash, Kepford, Spangler, Penrod, B. Brennan, Beck, other visitors and the press.

**Agenda:**

Motion by Anderson, second by Leeper to approve the agenda with a correction to Item I8 under New Business. There was a change to the Street Finance Report for Road Use Tax funds regarding the project final costs sheet. The correction was made by Finance Director Armstrong and a correct copy distributed to the council. Following the roll call vote the motion passed unanimously.

**Communications:**

1. Linda Boots gave an update on the future plans for Friends of the Animals.

**Consent Agenda:**

Motion by Anderson, second by Cummins to approve the consent agenda which includes the September 4<sup>th</sup> Council Meeting Minutes, August 14<sup>th</sup> Airport Minutes, July 17<sup>th</sup> Library Minutes, July 2019 Library Director's Report, 2018-2019 Library Annual Report, August 2019 Treasurer's and Investment Reports, and the following Claims List. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	1268.23
AFLAC	AFLAC AFTER TAX PY W/HOLDING	670.27
ALTEC INDUSTRIES INC	DIGGER DERRICK SERVICE WORK	1794.05
AUCA CHICAGO LOCKBOX	MATS	117.49
AUREON COMMUNICATIONS	PHONE, INTERNET, CIRCUIT	1169.32
BAKER & TAYLOR	28 BOOKS	444.22
BARRON MOTOR SUPPLY	CAB FILTER #6	15.71
BLUE CROSS/BLUE SHIELD	BCBS HEALTH INSURANCE PYMT	1858.60
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	117.34
CCL SUPPLY LLC	SHOP SUPPLIES	162.09
CEDAR CO CLERK OF COURT	CHILD SUPPORT-LENZ,CDDC003016	671.91
CEDAR COUNTY CO-OP	FUEL DISCOUNT	3426.92
CEDAR COUNTY ENGINEER	16.7 GL DSL	1532.03
CEDAR COUNTY RECORDER	3 RECORDINGS	46.00
CEDAR COUNTY TREASURER	TAXES	47536.00
CINTAS CORPORATION	FIRST AID SUPPLIES	369.18
CINTAS LOC	UNIFORMS	792.72
CITY OF TIPTON	IPERS EMPLOYEE REIMBURSEMENT	20.00
CITY OF TIPTON FUNDS	CITY OF TIPTON FUNDS	140.84
CITY PETTY CASH	CITY PETTY CASH	90.87
CITY UTILITIES	AIRPORT	15665.11
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	18000.00
COLLECTION SERVICES CENTER	CHILD SUPPORT- SPANGLER-965160	96.73

COMMUNITY INSURANCE SERVICES	POT HOLE VAC, TRAILER	802.00
COMMUNITY STATE BANK	CD PURCHASE	327840.97
CUSTOM BUILDERS INC	UPS CHARGES	211.52
D & R PEST CONTROL	PEST CONTROL	190.99
DIAMOND VOGEL PAINTS	TRAFFIC PAINT	2162.70
EASTERN IOWA LIGHT & POWER	EAST LAGOON	246.53
FAMILY FOODS	MATERIALS	32.50
FLETCHER-REINHARDT CO.	LED FLOOD LIGHT	299.60
FORTERRA PIPE & PRECAST	3 MANHOLES FOR 13TH ST BYPASS	6360.00
GIERKE ROBINSON COMPANY	4 ADA WARNING TILES	640.00
GRASSHOPPER LAWN CARE	CONTRACT PAY 08/16-09/15	2583.33
GREAT WESTERN SUPPLY CO	5000 YARD WASTE BAGS	4570.00
H & H AUTO	TIRES #14	725.72
HARDACRE THEATER	BOOM 40'-50'	58036.55
HARRY'S FARM TIRE	TIRE REPAIR #18	1681.00
I.R.S.	FEDERAL WITHHOLDING	18961.63
IIW PC	HWY 38 PROJECT	24252.75
INTEGRATED TECHNOLOGY	TECH SERVICES	3582.62
IOWA ASSOCIATION OF	EIASSO DUES	864.21
IOWA DIVISION OF LABOR	ELEVATOR PERMIT	175.00
IOWA ONE CALL	LOCATES	60.30
IPERS	IPERS WITHHOLDING, FIRE	12863.01
JOHNSON COUNTY AMBULANCE	ALS INTERCEPT	200.00
JONES COUNTY TREASURER	TAXES	391.00
KIRKWOOD COMMUNITY COLLEGE	BLS TRAINING	49.00
L L PELLING CO INC	SEALCOAT STREETS	48355.90
LAWSON PRODUCTS INC	SHOP SUPPLIES	387.53
LECTRONICS INC	ALARM SERVICE	120.00
LINDA BECK	MILEAGE REIMBURSEMENT	84.68
LOUISA COUNTY TREASURER	TAXES	12000.00
M3 AUTO PARTS	SHOP SUPPLIES	52.50
MANATTS INC	CREDIT	4477.50
MC CLURE ENGINEERING	PLANNING & LAND ACQUISITION	48915.00
MIKE COOK	TRIP REIMBURSEMENT	3015.43
MISC. VENDOR	DURANT MUNICIPAL ELECTRIC:AID	4173.46
MOELLER TIPTON TIRE & AUTO	TIRE REPAIR	23.59
MUSCATINE COUNTY TREASURER	TAXES	2699.00
OFFICE EXPRESS	OFFICE SUPPLIES	161.75
PCM/TIGERDIRECT	SMART PRO UPS	330.89
PENGUIN RANDOM HOUSE	1 BOOK ON CD	33.75
PRINCIPAL	PRINCIPAL DENTAL POLICY	1577.77
QC ANALYTICAL SERVICES	WASTEWATER TESTING	1580.00
QUAD CITY TESTING LABORATORY	EQUIPMENT INSPECTIONS	580.00

SCHIMBERG CO	GASKETS, CHECK VALVE	381.14
SHEETS DESIGN BUILD LLC	PAY APP NO. 4	218438.80
SHOTTENKIRK	SENSOR #12	49.13
STANARD & ASSOCIATES	TESTING	75.00
STAR EQUIPMENT LTD	SHORING BOX	7190.00
STATE HYGIENIC LABORATORY	TESTING FEES	539.00
STUART C IRBY CO	GAS MAIN SUPPLIES	2043.70
TERRACON CONSULTANTS	WEST WWTP IMPROVEMENTS	1243.75
TERRY AND SONS INC	PAINT INDOOR POOL, PWR WASH	15129.00
THE PENWORTHY COMPANY	9 BOOKS	160.76
THOMPSON TRUCK & TRAILER	CORE CREDIT	312.90
TIPTON CONSERVATIVE	EL OPENING,MINUTES,LGL NOTICE	539.25
TIPTON ELECTRIC MOTORS	RENT PRESSURE WASHER	205.00
TIPTON GREENHOUSE & FLORIST	BOUQUET STEVE'S FATHER IN LAW	35.00
TIPTON PHARMACY	PHARMACEUTICALS	459.61
TOTAL MAINTENANCE INC	SEPTEMBER SERVICE	483.00
TRANS IOWA EQUIPMENT	PARTS #25	270.58
TREASURER, STATE OF IOWA	STATE WITHOLDING	3157.00
TYLER TECHNOLOGIES INC	ANNUAL FORMS OVERLAY	674.36
VERIZON WIRELESS	CELL & DATA SERVICE	1939.85
VERMEER SALES & SERVICE	PARTS #102	318.01
WASHINGTON COUNTY TREASURER	TAXES	642.00
WENDLING QUARRIES INC	10.01 TN WASHED CHIPS	822.46
WINDSTREAM	LIBRARY	146.54
** TOTAL **		947613.15
FUND TOTALS		
001 GENERAL GOVERNMENT		96074.30
110 ROAD USE TAX FUND		26641.15
121 LOCAL OPTION TAX		258.75
125 TIF SPECIAL REVENUE		61051.98
303 WASTEWATER PROJECT		1243.75
315 JKFAC CP		218438.80
600 WATER OPERATING		6325.51
610 WASTEWATER/AKA SEWER		279106.67
630 ELECTRIC OPERATING		186975.43
640 GAS OPERATING		2616.83
660 AIRPORT OPERATING		4135.27
670 GARBAGE COLLECTION		5299.87
740 STORM WATER		2472.54
810 CENTRAL GARAGE		9178.49
835 ADMINISTRATIVE SERVICES		22583.92
860 PAYROLL ACCOUNT		25209.89
GRAND TOTAL		947613.15

<b>City Credit Card Statement</b>	Card Ttl	<b>10,587.26</b>
<b>Ambulance</b>		
Office Supplies - Lench & Cilek	169.27	
Training Supplies - Amazon	104.62	
Travel Training - Panera	23.69	
Operating Supplies - EBAY	524.06	
<b>Total Charges</b>		<b>821.64</b>
<b>City Clerk</b>		
Training - Iowa League of Cities	205.00	
<b>Total Charges</b>		<b>205.00</b>
<b>City Manager</b>		
Training - Iowa League of Cities	205.00	
Annual Subscription - Copernic	55.49	
<b>Total Charges</b>		<b>260.49</b>
<b>Community Development</b>		
Misc Supplies - Tiffany's, Family Foods	50.82	
4th of July Supplies - Walmart	47.89	
Training - Iowa Economic Development	330.00	
Training - Iowa Economic Development	165.00	
<b>Total Charges</b>		<b>593.71</b>
<b>Electric</b>		
Equipment Maint/Rpr Supplies - Gustin Hydraulics	91.37	
Misc Supplies - Amazon, Walmart, Monty's	227.16	
Training Supplies - Casey's	140.30	
Water Filtration & Fittings - Menard's	488.57	
3 Monitors - Amazon	525.45	
<b>Total Charges</b>		<b>1,472.85</b>
<b>Finance Director</b>		
Training - Iowa League of Cities	205.00	
Travel Training - Pancheros, Cheesecake Factory, Jimmy John's, Noodles & Co., Texas Roadhouse	93.63	
Tech Service - Microsoft	38.67	
<b>Total Charges</b>		<b>337.30</b>
<b>Fire</b>		
Misc Supplies - Walmart	222.92	
Grounds Maint Supplies - Flags, Flagpoles, Banners	140.90	
Operating Supplies - Amazon	67.82	
Bldg Maint Supplies - Walmart	29.54	
<b>Total Charges</b>		<b>461.18</b>
<b>Gas</b>		
Operating Supplies - Jackson Hirsh	220.16	
Equipment Maint/Rpr Supplies - EBAY	260.48	
<b>Total Charges</b>		<b>480.64</b>

**Aquatic Center**

Concession Supplies - Amazon	16.08	
Operating Supplies - Great Western Supply, Lifeguard Store, Walmart, Safety Products	490.27	
Grounds Maint Supplies - Walmart	77.54	
Equipment Maint/Rpr Supplies - Pool Supply Unlimited	3216.33	
Dues - Iowa Park and Recreation	340.00	
<b>Total Charges</b>		<b>4,140.22</b>

**Library**

Postage/Shipping - USPS	107.67	
Materials - Amazon, Walmart	492.68	
Program Supplies - Amazon, Walmart, OTC Brands, Costco, Pizza Hut, Bingo Baker	579.59	
Office Supplies - Walmart, Better Containers	156.85	
Office 365 Subscription - Microsoft	106.99	
<b>Total Charges</b>		<b>1,443.78</b>

**Police**

Postage/Shipping - USPS	10.69	
Boots - Galls	94.55	
Travel Training - Holiday Inn	265.21	
<b>Total Charges</b>		<b>370.45</b>

**Statement Total****10,587.26****Public Hearing:**

Public hearing for the purpose of soliciting written and oral comments on the City's Community Development Block Grant application to provide rehabilitation assistance to homeowners within a targeted area of the City Motion by Leeper, second by Anderson to open the Public Hearing at 5:45 p.m. Following the roll call vote the motion passed unanimously.

Mayor Carney opened the public hearing to solicit comments on the City's proposed application for a Community Development Block Grant to the Iowa Economic Development Authority at 5:45 PM. The Council discussed the need for improvements to the water and sewer systems in the NW quarter of the City which include the replacement of water and lining and repairs of sewer main and manhole repairs and replacement. The application will be submitted to IEDA no later than October 1, 2019. The proposed water and sewer projects will be in the amount of \$767,965 including construction, engineering and administrative fees. The total amount of CDBG Funds requested will be \$400,000 with the City providing \$367,965 in local matching funds. The projects will be conducted in and benefit the residents of Census Tract 4503, Block Group 2 in the NW quarter of the City of Tipton, which has a 62.47% percent low-to-moderate income. By design, no displacement will occur. If displacement is necessary, the City will comply fully with the Uniform Relocation Act and Section 104(d). Mayor Carney closed the public hearing at 5:51 PM with no negative comments from citizens present and no objections on file.

## CITY OF TIPTON – SEPT. 16, 2019 CDBG APPLICATION PUBLIC HEARING NOTES

## 1. HOW THE NEEDS FOR THE PROPOSED ACTIVITIES WERE IDENTIFIED:

The needs for the proposed projects were identified by City staff and engineering consultants based on their knowledge of the City utilities. The proposed projects will address the deficiencies in the NW section of the City where the majority of water and sewer system deficiencies were noted. The water system has had frequent breaks and disrupts service, creates large pressure drops, loses large amounts of water, and creates the potential for contamination of the water system. The sewer system in this area has locations with cracked pipes,

broken pipes, and collapsed pipes. There are service lines protruding into the sewer main and manholes with high infiltration identified in six of them.

2. **HOW THE PROPOSED ACTIVITIES WILL BE FUNDED AND SOURCES OF FUNDS:**  
The proposed program would total \$767,965 including the construction work, engineering and administrative fees. The City proposes to use \$400,000 in CDBG funds and \$367,965 of SRF and City funds to fund the activities identified in the CDBG application.
3. **DATE APPLICATION WILL BE SUBMITTED:**  
The application will be submitted to meet the October 1, 2019 deadline.
4. **REQUESTED AMOUNT OF CDBG FUNDS:**  
The City is requesting \$400,000 in CDBG funds.
5. **ESTIMATED PORTION OF THE CDBG FUNDS REQUESTED THAT WILL BENEFIT PERSONS OF LOW AND MODERATE INCOME:**  
The project will take place in the US Census Tract 4503, Block Group 2, which is roughly the NW quarter of the City of Tipton. According to current census data, 62.47% of the persons residing in and benefiting from the project are of low and moderate income.
6. **WHERE THE PROPOSED ACTIVITIES WILL BE CONDUCTED:**  
There are two proposed activities in the CDBG application. The water project will be conducted along North Avenue between 10<sup>th</sup> St. and Highway 38. The sewer project will be conducted throughout the NW quarter of the City and within US Census Tract 4503, Block Group 2; which is bound by the City limits on the north and west; the east boundary is Cedar Street from the north City limits to East 13<sup>th</sup> Street, east on East 13<sup>th</sup> Street to North Avenue, south on North Avenue to East 10<sup>th</sup> Street, east on East 10<sup>th</sup> Street to Meridian Street, and south on Meridian Street to East 7<sup>th</sup> Street, then west on East 7<sup>th</sup> Street and West 7<sup>th</sup> Street to the west City limits.
7. **PLANS TO MINIMIZE DISPLACEMENT OF PERSONS AND BUSINESSES AS A RESULT OF FUNDED ACTIVITIES:**  
By the design of the application and project there will be no displacement of households or businesses.
8. **PLANS TO ASSIST PERSONS ACTUALLY DISPLACED:**  
The City anticipates no displacement; however, the city will fully comply with the Uniform Relocation Act and/or Section 104(d) of the Housing and Community Development Act, as amended if there is any displacement.
9. **THE NATURE OF THE PROPOSED ACTIVITIES:**  
The project consists of replacing the water main along North Avenue between 10<sup>th</sup> St. and Highway 38 and the lining of approximately 3,081 feet of sewer main, grouting of 47 service connections, repairing sewer main in 3 locations, replacement of 7 manholes, and repairs of several additional manholes. The sewer project will occur throughout the Census Tract 4503, Block Group 2 previously delineated within the City of Tipton.

Motion by Leeper, second by Cummins to close the Public Hearing at 5:51 p.m. Following the roll call vote the motion passed unanimously.

#### **Old Business:**

1. **Resolution No. 091619B: Resolution Approving Community Development Block Grant (CDBG) Water/Sewer Application and Pledging Local Match**  
Motion by Anderson, second by Leeper, to adopt Resolution No. 091619B confirming the City's desire to apply for CDBG funds, pledging the local match, approving the Community Development and Housing Needs Assessment, and granting authority to Mayor to sign application and related documents for the CDBG funds. Following the roll call vote the motion passed unanimously.
2. **Resolution 091619C: Resolution Authorizing and Directing that the November 5, 2019, City Election Ballot Include a Question on the Creation of a Utility Board in Charge of the Electric and Gas Departments of Tipton**  
Motion by Cummins, second by Anderson to approve Resolution No. 091619C, the resolution authorizing and directing that the November 5, 2019, City election ballot include a question on the creation of a Utility Board in charge of the Electric and Gas Departments of Tipton. Following the roll call vote the motion passed unanimously.
3. **Response to the Request to Allow Chickens in City Limits**

Motion by Leeper, second by Cummins to table this item. Following the roll call vote the motion passed unanimously.

**New Business:**

1. Interactive Art Project and Crosswalk by Christine Boeve

Economic Development Director Beck gave an update on various art projects being done around town by Christine Boeve. The projects included are an interactive mural at the park, a painted crosswalk on 3<sup>rd</sup> and Meridian Street, and a mural on the building in the 100 block of West 6<sup>th</sup> Street.

2. Art Project to Include Elementary and Middle School Students

Motion by Leeper, second by Anderson to authorize to pay Christine Boeve \$500 to project and complete elementary and middle school students art onto plywood. The art pieces will be attached to the electric/gas building facing Lynn Street late next spring. Following the roll call vote the motion passed unanimously.

3. Downtown Revitalization Incentive Program (DRIP) Request

Motion by Leeper, second by Anderson to approve a DRIP request in the amount of \$7,500, for John and Sally Groves at 116 West 5<sup>th</sup> Street. Following the roll call vote the motion passed unanimously.

4. Tipton Revitalization Incentive Program (TRIP) Request

Motion by Cummins, second by Leeper to approve a TRIP request in the amount of \$6,500, for Zach Pedersen at 67 Spruce Street. Following the roll call vote the motion passed unanimously.

5. Fire Alarm Replacement at James Kennedy Family Aquatic Center

Motion by Anderson, second by Leeper to approve replacement of the fire alarm panel through Lectronics, Inc., in the amount of \$2,884.86. Following the roll call vote the motion passed unanimously.

6. Change Order from Sheets Design Build for the James Kennedy Family Aquatic Center

Motion by Leeper, second by Cummins to approve a change order in the form of a price reduction from Sheets Design Build for the James Kennedy Family Aquatic Center in the amount of -\$4,250. Following the roll call vote the motion passed unanimously.

7. Payment to Northern Municipal Distributors Group (NMDG) for Litigation and Regulatory Fund Assessment

Motion by Leeper, second by Anderson to approve payment to NMDG for litigation and regulatory fund assessment in the amount of \$2,795.13. Following the roll call vote the motion passed unanimously.

8. Resolution No. 091619A: Resolution Approving the Street Finance Report for Road Use Tax Funds Used on City Streets and Parking

Motion by Anderson, second by Leeper to approve Resolution No. 091619A, the resolution approving the Street Finance Report for road use tax funds on City streets and parking. Following the roll call vote the motion passed unanimously.

9. Payment to Garden and Associates for 2018-2019 Street Projects

Motion by Leeper, second by Anderson to approve payment to Garden and Associates for 2018-2019 Street Projects in the amount of \$15,665.35. Following the roll call vote the motion passed unanimously.

10. One-time Water and Sewer Exemption, 42 Spruce Street

Motion by Cummins, second by Leeper to approve a one-time water and sewer exemption for the Heartland Sports Complex at 42 Spruce Street. This will reduce the water portion of their bill from \$387.93 to \$137.93, and the sewer portion of their bill from \$387.93 to \$137.93, with a total credit of \$500.00. Following the roll call vote the motion passed unanimously.

11. Garbage Exemption, 208 East 6<sup>th</sup> Street, Apt. 3

Motion by Cummins, second by Anderson to approve the garbage exemption for Luann Mausser at 208 East 6<sup>th</sup> Street, Apt. 3. Following the roll call vote the motion passed unanimously.

12. Mural Agreements and Invoice

Motion by Cummins, second by Leeper to approve the two mural agreements and the invoice for \$4,600 from the University of Iowa. Following the roll call vote the motion passed unanimously.

**13. Closed Session:**

Pursuant to Iowa Code Section 21.5 (1)(j) to "discuss with counsel the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Motion by Leeper, second by Anderson to adjourn from regular session to closed session at 6:15 p.m. Motion carried by the following roll call:

Aye: Leeper, Cummins, Anderson  
Nay: None  
Absent: Spear, McNeill

**Roll call to return to regular session:**

The council reconvened to regular session from closed session at 6:28 p.m. with the following named Council member's present: Leeper, Cummins and Anderson. Absent: Spear and McNeill. Motion by Anderson, second by Cummins to reconvene to regular session from closed session. Motion carried by the following roll call:

Aye: Leeper, Cummins, Anderson  
Nay: None  
Absent: Spear, McNeill

**14. Action Resulting from Closed Session**

Motion by Anderson, second by Leeper to direct the City attorney to proceed as discussed in the closed session. Following the roll call vote the motion passed unanimously.

**17. Closed Session:**

Pursuant to Iowa Code Chapter 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Motion by Cummins, second by Leeper to adjourn from regular session to closed session at 6:29 p.m. Motion carried by the following roll call:

Aye: Cummins, Anderson, Leeper  
Nay: None  
Absent: Spear, McNeill

**Roll call to return to regular session:**

The council reconvened to regular session from closed session at 6:37 p.m. with the following named Council member's present: Anderson, Leeper, and Cummins. Absent: Spear and McNeill. Motion by Leeper, second by Anderson to reconvene to regular session from closed session. Motion carried by the following roll call:

Aye: Anderson, Leeper, Cummins  
Nay: None  
Absent: Spear, McNeill

**18. Action Resulting from Closed Session**

Motion by Leeper, second by Anderson to direct the City attorney to proceed as discussed in the closed session. 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 Cummins, second by Anderson. Following the roll call vote the motion passed unanimously.  
Meeting adjourned at 6:43 p.m.

Mayor \_\_\_\_\_

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

**REVENUE RECEIVED**

**August, 2019**

Property Taxes	0.00
Local Option Sales Tax	24,092.86
Licenses & Permits	1,475.00
Use of Money and Property	34,621.35
Intergovernmental	46,544.34
Charge for Services	619,048.17
Special Assessment	0.00
Miscellaneous	72,286.28
Sale of Fixed Assets	0.00
<b>TOTAL</b>	<b>\$798,068.00</b>