

April 6, 2020  
Electronic Meeting  
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met electronically due to the Governor's State of Public Health Disaster, COVID 19 Coronavirus Disease, at 5:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Cummins, Hembry, McNeill, Paustian, and Anderson. Also present: Wagner, Armstrong, Lenz, Nash, Kepford, Spangler, B. Brennan, Beck, Smith, Peck and other visitors.

**Agenda:**

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

**Consent Agenda:**

Motion by McNeill, second by Cummins to approve the consent agenda with one correction to the March 23<sup>rd</sup> Council Meeting Minutes (pay increase for Adam Spangler item, under New Business of the March 23<sup>rd</sup> meeting, Cummins voted no, not yes), Tipton Park Spraying Bid from Challis Lawn Care in the amount of \$5,700, Downtown Revitalization Incentive Program (DRIP) Reimbursement for John and Sally Groves in the amount of \$7,500, Tipton Revitalization Incentive Program (TRIP) Request for Moeller Tire and Auto (Car Quest), Increase Employee Health Insurance Out of Pocket Max and vision is being switched to Principal, and the following Claims List. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	883.41
ADEL WHOLESALERS INC	AIR VALVE REPAIR KIT	1027.58
AFLAC	AFLAC AFTER TAX PY W/HOLDING	670.27
ALBAUGH PHC INC	SERVICE CALL	75.00
AUCA CHICAGO LOCKBOX	MATS	141.05
AXA EQUI-VEST PROCESSING O	DEF. COMP PRETAX	485.00
BAKER & TAYLOR	11 BOOKS	115.05
BARRON MOTOR SUPPLY	SHOP SUPPLIES	3.90
BLUE CROSS/BLUE SHIELD	BCBS HEALTH INSURANCE PYMT	31026.46
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	173.89
CEDAR COUNTY ENGINEER	62.8 GL DSL	1385.64
CENTRAL IOWA DISTRIBUTING	SHOP SUPPLIES	95.00
CINTAS CORPORATION	FIRST AID SUPPLIES	105.14
CINTAS LOC	UNIFORMS	1200.00
CITY OF TIPTON FUNDS	TRANSFERS	219729.32
CITY UTILITIES	CITY UTILITIES	7801.69
COLLECTION SERVICES CENTER	CHILD SUPPORT- 965160	96.73
COPY SYSTEMS	BASE CHARGE	159.02
ELECTRICAL ENGINEERING & E	BLDG MAINT SUPPLIES	367.88
FLETCHER-REINHARDT CO.	METER SEALS	289.97
GARDEN & ASSOCIATES INC	PLUM ST RECONSTRUCTION	506.25
HAWKINS INC	CHEMICALS	1229.26
HYDROTEX	MAINT/RPR SUPPLIES	639.82
I.R.S.	FEDERAL WITHHOLDING	18785.93
IIW PC	CROOKED CREEK TRAIL	33332.75
INSIGHT DIRECT USA INC	COMPUTER SUPPLIES	519.99

INTEGRATED TECHNOLOGY PART	TECH SERVICES	5002.62
INTERSTATE POWER SYSTEMS	SERVICE GENERATOR	1350.18
IOWA ASSOCIATION OF	ATTACHMENT O FILING	1998.00
IPERS	IPERS WITHHOLDING, FIRE	12505.43
JAB INK DESIGN	TRAILER GRAPHICS	511.00
JOHNSON COUNTY AMBULANCE S	ALS INTERCEPT	800.00
LECTRONICS INC	ALARM SERVICE	120.00
MIDAMERICAN ENERGY COMPANY	APRIL CASH REQUEST	44000.00
MIDWEST BREATHING AIR LLC	SMALL TOOLS	2988.49
MISC. VENDOR	MISC VENDORS	3270.00
MITCHELL 1	WEB BASED SUBSCRIPTIONS	260.80
MUNICIPAL SUPPLY INC	AUTOGUN LOANER	16.63
NMDG	L & R FUND ASSESSMENT	3960.85
OFFICE EXPRESS	MISC SUPPLIES	191.53
PRAXAIR DISTRIBUTION INC	OXYGEN	344.00
PRINCIPAL	GTL_VTL INSURANCE	360.38
RESCO	TRANSFORMERS	55313.65
SANDRY FIRE SUPPLY LLC	UNIFORM EQUIPMENT	1415.23
SPINUTECH INC	LICENSE, SUPPORT, HOSTING	570.00
STAPLES ADVANTAGE	OFFICE SUPPLIES	149.31
STUART C IRBY CO	TRANSFORMER SUPPLIES	2871.88
TREASURER, STATE OF IOWA	STATE WITHHOLDING	2998.00
TYLER TECHNOLOGIES INC	UB ONLINE ANNUAL FEE	864.00
UNUM LIFE INSURANCE COMPAN	LONG TERM DISABILITY PAYROLL	364.51
WALMART COMMUNITY	PROGRAMMING SUPPLIES	235.21
WINDSTREAM	MONTHLY SERVICES	831.04
** TOTAL **		464138.74
FUND TOTALS		
001 GENERAL GOVERNMENT		69849.51
110 ROAD USE TAX FUND		35972.44
112 TRUST AND AGENCY FUND		35696.17
119 Emergency Fund		2619.58
121 LOCAL OPTION TAX		22928.33
192 FIRE ENTERPRISE TRUST		7725.00
600 WATER OPERATING		20923.58
610 WASTEWATER/AKA SEWER REV		24331.91
630 ELECTRIC OPERATING		183289.27
640 GAS OPERATING		19527.78
660 AIRPORT OPERATING		111.68
670 GARBAGE COLLECTION		7905.40
740 STORM WATER		981.34
810 CENTRAL GARAGE		3040.83
835 ADMINISTRATIVE SERVICES		5157.93

860 PAYROLL ACCOUNT	24077.99
GRAND TOTAL	464138.74

**CITY CREDIT CARD STATEMENT**

Card Ttl	-
	<b>8,344.26</b>

**Ambulance**

Dues/Fees	National Assoc. of EMS Physicians	375.00
Training	Jones & Bartlett Learning,Iowa EMS Assoc., Kirkwood CC,	262.75
Building Maint. & Repair	Windsorsurplus2	120.00
Op Equip Maint & Repair	Cellmed	129.26
Equipment/Vehicle Rent	PK Safety Supply	241.82
Miscellaneous	Amazon, Walmart	43.96
Operational Equip & Repair	Ebay, Paypal	402.21
PW	Windsorsurplus2	135.10

**1,710.10**

**City Card**

Travel Training	Jethro's BBQ, Texas Roadhouse, Planet Sub, Pancheros, Draught House, Stoney Creek Inn, Manhattan Deli	394.35
Fuel	Kum & Go	21.40

**415.75**

**Electric**

Building Maint. & Repair	CDW	315.70
Computer Supplies	Schneider Electric	167.79
Operational Equip & Repair	Ebay, Paypal	338.75
Operating Supplies	AtBatt	53.14
Office Supplies	Office Depot	20.75

**896.13**

**Finance Director**

Training	Iowa League of Cities	125.00
Office Supplies	Micr Toner Intl	195.00
Miscellaneous	Amazon	18.14

**338.14**

**Fire**

Training	Target	199.99
Office Supplies	Walmart	20.52
Miscellaneous	Walmart	101.82

**322.33**

**Gas**

Repair Parts	Equipatron	87.48
Building Maint. & Repair	Industrial Fans	658.95
Office Supplies	Ink Ribbons	8.01
Operating Supplies	Amazon, Recorder Charts & Pens, Batteries Plus, Paypal	241.68
Operating Supplies	Batteries Plus, Paypal	107.00

Operating Supplies	Batteries Plus, Paypal	106.99	
			<b>1,210.11</b>
<b>Aquatic Center</b>			
Dues/Fees	Red Cross Learning Center	300.00	
Operational Equip & Repair	For A Cleaner Pool	686.66	
Chemicals	Taylor Technologies	73.01	
Operating Supplies	Lowe's, USA BlueBook, My Parking Sign, Amazon	835.28	
			<b>1,894.95</b>
<b>Library</b>			
Materials	Amazon, Walmart	734.47	
Programming	Lock Paper Scissors Publishing	29.00	
Office Supplies	Demco, Amazon	120.48	
Postage/Shipping	USPS	6.82	
			<b>890.77</b>
<b>Police</b>			
Training -	Iowa Police Chiefs Assoc., ISU	225.00	
Travel Training -	Kum & Go, Texas Roadhouse, Dunkin Donuts, Casey's, McDonald's, High Life Lounge	88.10	
Operating Supplies	Amazon, UK Suplus Central	134.77	
Miscellaneous	Boonie's on the Ave., Skillet Café	25.94	
			<b>473.81</b>
<b>Public Works</b>			
Small Tools	Harbor Freight Tools	114.46	
Office Supplies	Walmart	70.72	
Operating Supplies	Lenoch & Cilek Ace	6.99	
			<b>192.17</b>
	<b>Statement Total</b>		<b>8,344.26</b>

PAYROLL EXPENSE FOR MARCH 2020 \$166,485.82

**Old Business:**

1. Pay Increase for Recreation Director Adam Spangler

Motion by Anderson, second by Cummins to take off the table. Following the roll call vote the motion passed unanimously.

Motion by Cummins, second by Hembry to approve the pay increase of \$4,800 annually for Recreation Director Spangler. Motion passed with the following vote:

Aye: Cummins, Anderson, Paustian

Nay: Hembry, McNeill

**New Business:**

1. Postpone further individual employee pay adjustments until the council has had a chance to consider whether to re-evaluate the City's compensation plan.

Motion by Cummins, second by Paustian to approve postponing further individual employee pay adjustments until the council has had a chance to consider whether to re-evaluate the City's compensation plan. Following the roll call vote the motion passed unanimously.

2. Resolution No. 040620A: Resolution approving the submittal of an application for a State of Iowa "Catalyst Grant" for the Hardacre Theater Project

Motion by Anderson, second by Cummins to approve Resolution No. 040620A, the resolution approving the submittal of an application for a State of Iowa "Catalyst Grant" for the Hardacre Theater Project. Following the roll call vote the motion passed unanimously.

3. Resolution No. 040620B: Resolution accepting a bid for the Plum Street Project AKA "Water Main and Street Improvement Project – Division 1: Water Main Improvements" and "Division 2: Street Improvements – Tipton, Iowa – 2020"

Motion by Paustian, second by Cummins to approve Resolution No. 040620B, the resolution accepting a bid for the Plum Street Project AKA "Water Main and Street Improvement Project – Division 1: Water Main Improvements" and "Division 2: Street Improvements – Tipton, Iowa – 2020". Following the roll call vote the motion passed unanimously.

4. Authorizing signatures on the "Corporation Line Agreement" between the City and County

Motion by McNeill, second by Cummins to approve authorization of signatures on the "Corporation Line Agreement" between the City and County. Following the roll call vote the motion passed unanimously.

5. Temporarily suspending City revolving loan fund payments on existing loans to Tipton businesses.

Motion by Paustian, second by Cummins to suspend City revolving loan fund payments for three months on existing loans to Tipton businesses. Following the roll call vote the motion passed unanimously.

6. Possible COVID-19 revolving loan fund to help Tipton businesses on a temporary basis.

Motion by Cummins, second by McNeill to approve COVID-19 revolving loan fund to help Tipton businesses on a temporary basis. They will be required to have all gross receipts, number of employees, and have been in business for at least two years. Following the roll call vote the motion passed unanimously.

7. Garbage exemption for Suzanne Hack at 55 Plum Street Apt. 6

Motion by Anderson, second Paustian to approve the garbage exemption for Suzanne Hack at 55 Plum Street Apt. 6, subject to landlord's account coming into compliance with the garbage ordinance. Following the roll call vote the motion passed unanimously.

8. Authorize City Manager Wagner to work with department heads to take action related to the COVID-19 pandemic.

Motion by Paustian, second by Cummins to authorize City Manager Wagner to work with Department Heads to take action related to the COVID-19 pandemic including any or all of the following: Suspend non-essential operations, schedule split shifts for employees, authorize employees to work remotely, and/or place employees on an approved leave. Said employees in split shifts or working remotely will receive their regular pay and shall (to the degree possible) practice social distancing in the same manner as they would on-site. Furthermore, employees who are working remotely or scheduled for split shifts are considered to be "on-call" during their regularly scheduled work day and must be available if needed, including the possibility of being called in for on-site work. 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 Hembry, second by Cummins. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:34 p.m.

Mayor \_\_\_\_\_

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

City Clerk