

**City of Tipton, Iowa**

**Meeting:** Tipton City Council Meeting  
**Place:** Tipton, Iowa 52772  
**Date/Time:** Monday, June 1, 2020, 5:30 p.m.  
**Web Page:** [www.tiptoniowa.org](http://www.tiptoniowa.org)  
**Posted:** Friday, May 29, 2020 (Front door of City Hall & City Website)

Iowa Code, Chapter 21, as interpreted, permits public meetings to be held electronically, provided all participants can either hear or see the meeting, and provided the Council and the public can participate. The City of Tipton will be utilizing Go To Meeting to host our council meetings until further notice. Council members and Mayor will be attending from their homes. City staff will be attending either from their homes or City Hall. The Public can attend the meeting on their own computer using the following Go to Meeting link:

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<b>Mayor:</b>	Bryan Carney		
<b>Council At Large:</b>	Abby Cummins-VanScoy	<b>Council At Large:</b>	Jason Paustian
<b>Council Ward #1:</b>	Ron Hembry	<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

- 
- 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 and give your name and address for the public record before discussing your item. Scheduled communications are allowed to speak up to five minutes. Unscheduled communications are allowed to speak up to three minutes.

**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 - Council Meeting Minutes, May 18, 2020

2. Approval – Library Minutes, April 20, 2020
3. Approval – Library Special Meeting Minutes, April 29, 2020
4. Approval – Library Director’s Report, April 2020
5. Approval – Airport Minutes, May 13, 2020
6. Approval – Airport Special Meeting Minutes, May 21, 2020
7. Approval – Liquor License Renewal, VFW
8. Approval – Tipton Revitalization Incentive Program (TRIP) Request for Thomas Heating & Air
9. Approval – Limit on energy efficiency rebate, \$1,500
10. Approval – Replace failed PC in the Public Works Department, \$1,343.73
11. Approval – Focus Up Foundation 5k Walk/Run, August 1, 2020
12. Approval - Claims Register which includes claims paid under current Purchase Policy

**G. Public Hearing**

**H. Proclamation**

**I. Old Business**

1. Discussion and possible action concerning City’s COVID-19 related re-opening strategies.

**J. New Business**

1. Resolution No. 060120A: Resolution Adopting A Policy for the Investment of Public Funds
2. Resolution No. 060120B: Resolution setting the date for public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,000,000
3. Resolution No. 060120C: 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 \$8,750,000 (*financing all of the costs related to the SAGR project*)
4. Resolution No. 060120D: Resolution setting a public hearing for the 2020 Community Development Block Grant (CDBG) Application
5. Discussion and possible action concerning recommendation from the Airport Committee to use its \$30,000 CARES Act Grant for the following purchases, subject to FAA approval: Syntech Fuel Master credit card system; LED Runway and Taxiway light bulbs; LED REIL lighting system.
6. Discussion and possible action concerning EMS personal protective equipment.

7. Discussion and possible action concerning a generator for the ambulance building (FYI, this project is a joint project that electrical, gas and PW would be helping out on. Virgil and Daniel (whom has installed these products in the past) recommended this unit with this specification. Virgil is comfortable with having a natural gas generator being hooked up and Floyd recommended adding the generator due to the ambulance being critical infrastructure. Steve has offered to lay a small concrete pad for the unit (he would tag this small order on to a larger project because of how little concrete we are talking about.)
8. Discussion and possible action concerning replacement of 2001 Freightliner Plow Truck

**K. 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

**L. 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.**

May 18, 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, Beck, Kepford, Smith, Spangler, Powers, Ratliff, the press and other visitors.

**Agenda:**

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

**Consent Agenda:**

Motion by Anderson, second by Paustian to approve the consent agenda which includes the May 4<sup>th</sup> Council Meeting Minutes, the May 11<sup>th</sup> Council Meeting Minutes, the April Investment & Treasurer's Report, April/May Development Director's Report and the following claims list. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	1321.98
AFLAC	AFLAC AFTER TAX PY W/HOLDING	670.27
AIR FILTER SALES & SERVICE	42 FILTERS	648.24
ALEX AIR APPARATUS INC	OPERATING SUPPLIEES	433.35
AMERICAN TEST CENTER	ANNUAL AERIAL TEST	595.00
APPLE INC	IPAD WARRANTY	488.00
AUREON COMMUNICATIONS	PHONE, INTERNET, CIRCUIT	1156.11
AXA EQUI-VEST PROCESSING O	DEF. COMP PRETAX	535.00
BAKER & TAYLOR	16 BOOKS	491.98
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	463.34
CEDAR CO CLERK OF COURT	CHILD SUPPORT	671.91
CEDAR COUNTY CO-OP	FUEL DISCOUNT	3090.14
CEDAR COUNTY ENGINEER	39 GL DSL	1603.19
CEDAR COUNTY RECORDER	1 RECORDING	12.00
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	3254.00
CENTRAL IOWA DISTRIBUTING	SHOP SUPPLIES	55.00
CINTAS LOC	UNIFORMS	1037.98
CITY OF TIPTON FUNDS	ADMINISTRATIVE SERVICES	33843.15
CITY UTILITIES	CITY UTILITIES	20259.49
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	1050.00
COLLECTION SERVICES CENTER	CHILD SUPPORT	96.73
CONCRETE POLYFIX	DECK REPAIRS AT POOL	3635.00
COPY SYSTEMS	BASE CHARGE	159.02
D & R PEST CONTROL	PEST CONTROL	190.99
DECCO	TRAFFIC SIGNAL CONTROLLER	500.00
EASTERN IOWA LIGHT & POWER	UTILITIES	1403.71
FAMILY FOODS	MISC SUPPLIES	33.11
FARNER-BOCKEN COMPANY	MISC SUPPLIES	78.23
FRIENDS OF THE ANIMALS	1 CAT	50.00

GRAINGER	OPERATING SUPPLIES	3.26
GRASSHOPPER LAWN CARE DBA	CONTRACT PAY 04/16-05/15	2583.33
H & H AUTO	TIRE #15	25.00
HAWKINS INC	CHEMICALS	1011.92
I.R.S.	FEDERAL WITHHOLDING	17726.12
INTEGRATED TECHNOLOGY PART	BACKUP SUPPORT/CLOUD SRVCS	3257.62
IOWA PRISON INDUSTRIES	BLDG MAINT SUPPLIES	92.88
IPERS	IPERS WITHHOLDING, FIRE	12355.75
JOHN DEERE FINANCIAL	MISC SUPPLIES	633.42
JOHNSON COUNTY AMBULANCE S	ALS INTERCEPT	800.00
KELTEK INCORPORATED	REPAIR PARTS	20.97
KUNDE OUTDOOR EQUIPMENT	OPERATING SUPPLIES	248.64
LECTRONICS INC	ALARM SERVICE	120.00
LISBON-MT VERNON AMBULANCE	ALS INTERCEPT	200.00
LYNCH DALLAS PC	LEGAL SERVICES	3400.00
MACQUEEN EQUIPMENT	SWEEPER BROOM #25	277.99
MANATTS INC	STORM INTAKES AND REPAIR	492.00
MC CLURE ENGINEERING COMPA	PLANNING & LAND ACQUISITION	2509.90
MIDWEST SPRAY TEAM & SALES	VEGETATION CONTROL	903.77
MIKE COOK	TIP REIMBURSEMENT	7500.00
MISC. VENDOR	SUZANNE BEAM:SHELTER REFUND	15979.00
MUNICIPAL SUPPLY INC	1 FIRE HYDRANT	2097.00
OFFICE EXPRESS	MISC SUPPLIES	79.90
PENGUIN RANDOM HOUSE LLC	1 BOOK ON CD	45.75
POWER LINE SUPPLY	SAFETY EQUIPMENT	2219.25
PREMIER PARTS INC	OPERATING SUPPLIES	169.64
PRINCIPAL	PRINCIPAL DENTAL POLICY	1775.60
QC ANALYTICAL SERVICES LLC	WASTEWATER TESTING	3464.00
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	768.84
RODNEY'S YARD MOWING	MOWING	90.00
ROTH ELECTRIC	CONVERT FIXTURES	188.80
SCHOLASTIC INC	BOOKS FOR SRP	655.94
SHEETS DESIGN BUILD LLC	PAY APP NO 8	7619.00
SKARSHAUG TESTING LAB	GLOVES TESTING	720.95
SPAHN & ROSE LUMBER CO	BLDG MAINT SUPPLIES	313.28
STATE HYGIENIC LABORATORY	TESTING FEES	247.50
STOREY KENWORTHY/MATT PARR	#10 REGULAR ENVELOPES	153.78
THE PARADIGM ALLIANCE INC	PUBLIC AWARENESS PROGRAM	1627.26
THOMPSON TRUCK & TRAILER	REPAIR PARTS	44.94
TIPTON CONSERVATIVE	MINUTES,FLUSHING,ARBOR DAY	605.78
TIPTON PHARMACY	PHARMACEUTICALS	353.40
TOTAL MAINTENANCE INC	MAY SERVICE	483.00
TREASURER, STATE OF IOWA	STATE WITHHOLDING	2917.00

TRUCK COUNTRY OF CEDAR RAP	REPAIR PARTS #35	265.75
VERIZON WIRELESS	CELL & DATA SERVICE	1941.65
WESCO RECEIVABLES CORP	OVERHEAD SUPPLIES	692.32
** TOTAL **		177508.82

FUND TOTALS

001 GENERAL GOVERNMENT		47956.95
110 ROAD USE TAX FUND		534.04
303 WASTEWATER PROJECT		1125.00
315 JKFAC CP		7619.00
600 WATER OPERATING		9526.75
610 WASTEWATER/AKA SEWER REV		8985.69
630 ELECTRIC OPERATING		35277.39
640 GAS OPERATING		16716.70
660 AIRPORT OPERATING		1896.76
670 GARBAGE COLLECTION		7603.74
740 STORM WATER		768.87
810 CENTRAL GARAGE		8548.86
835 ADMINISTRATIVE SERVICES		8199.42
860 PAYROLL ACCOUNT		22749.65
GRAND TOTAL		177508.82

**CITY CREDIT CARD STATEMENT**

**Finance Director**

Tech Service	Amazon, Go To Webinar	451.95
Training	Iowa League of Cities	-125.00
Miscellaneous	Dollar General, Adobe	218.28

Card Ttl	-
	5,802.97

**545.23**

**Library**

Technology	Microsoft	106.99
Materials	Amazon	431.19
Programming	Book Depot, Staples, Monty's, Pizza Hut	626.79
Miscellaneous	Amazon	119.00

**1,283.97**

**Ambulance**

Training	LogMeIn	134.25
Building Maint & Repair	Smart Sign, Net32, Lowe's	219.87
Equipment/Vehicle Rent	Zoro Tools	61.18
Operating Supplies	Paypal, Batteries+Bulbs, Amazon, DDI Inc.	2098.42
Miscellaneous	Amazon, Dollar General, Family Foods	99.79
Computer Exp	Paypal	735.50
Technology		69.53

**3,418.54**

**Police**

Postage/Shipping	USPS	11.00	
Miscellaneous	Tipton Pharmacy, Family Foods	27.11	
			<b>38.11</b>
<b>Electric</b>			
Training	UI Center for Conferences	45.00	
Operating Supplies	Wal-Mart, Amazon	97.46	
Safety	Safety Glasses, Clean It Supply, Ateefad	131.79	
Miscellaneous	Dollar General, Amazon	124.04	
			<b>398.29</b>
<b>Gas</b>			
Operating Supplies	Paypal, Walmart	60.23	
Miscellaneous	Amazon	13.90	
			<b>74.13</b>
<b>Public Works</b>			
Operating Supplies	Wal-Mart	44.70	
			<b>44.70</b>
			<b>5,802.97</b>
<b>Statement Total</b>			

**Public Hearing:**

1. Public Hearing on Budget Amendment #2

Motion by McNeill, second by Paustian to open the public hearing at 5:33 p.m. Following the roll call vote the motion passed unanimously.

With no written or oral objections, a motion was made by Anderson, second by Cummins to close the public hearing at 5:37 p.m. Following the roll call vote the motion passed unanimously.

**Old Business:**

1. Resolution No. 051820A: Resolution Amending the Current Budget for Fiscal Year Ending June 30, 2020

Motion by McNeill, second by Cummins, to approve Resolution No. 051820A, the resolution amending the current budget for fiscal year ending June 30, 2020. Following the roll call vote the motion passed unanimously.

2. Updating/correcting cost estimates in May 11 BUILD Grant Resolution (Resolution No. 051120C)

Motion by McNeill, second by Cummins to approve updating/correcting cost estimates in the May 11 BUILD Grant Resolution (Resolution No. 051120C). Following the roll call vote the motion passed unanimously.

**New Business:**

1. Discussion only regarding City-related closures until June 1 due to COVID-19.

2. Sell the two City Impala cars by sealed bid

Motion by Paustian, second by Cummins to approve the sale of the two City Impala cars by sealed bid. 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 Paustian, second by Cummins. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:08 p.m.

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_  
Finance Director

Tipton Library Board of Trustees

April 20, 2020

This meeting was held virtually due to the Coronavirus

Members present; Matt M., Marcus H.; Jim M.; Sherry H.; Heather W-S.; Dale J.; Denise S.

Meeting called to order at 6:32.

Approval of Agenda- Matt moved Marcus 2<sup>nd</sup>- approved

Approval of last meeting minutes- Marcus moved Sherry 2<sup>nd</sup>- approved

Director's Report-

-The library received a \$5,000 grant thanks to Mike Boyle to be used to improve the west side of our building.

-Summer reading program- Now scheduled for June 1 through July 7<sup>th</sup>. It was discussed and agreed that Denise would cancel out of town performers who was doing virtual shows, and just keep the local performers. Worried about what platform performers would be using.

-No lunch bunch

-No ½ prizes

-Babies- book

PreK- 5<sup>th</sup> grade- Bag of goodies and a book

6<sup>th</sup> grade through adult- Gift card to local small business.

All finishers would be able to attend pool party depending on current situation.

There was a discussion about getting an audiolibrary- Dale will check with Iowa City Library to see what they use.

There was some concern about mental health of staff and patrons when then library is available to re-open.

Lawn Care bids will be in the newspaper next week.

Finance Reports- moved to accept by Jim Sherry 2<sup>nd</sup> motion passed

Personal – Denise has now been at the library 18 years.

Service Policy- Was amended to show changes since we are going fine free. Matt moved to accept; Jim second; motion carried.



Internet and Technology Policy- Also updated to accommodate changes for going fine free. Marcus moved; Jim 2<sup>nd</sup>; motion carried

Denise reported there are 85 items that have not been recovered. Discussed if we think we will ever get those items returned. It was doubtful. Marcus moved to forgive all outstanding debts and not returned items; Matt 2<sup>nd</sup>; motion carried

Next Meeting May 4<sup>th</sup> at 6:30- probably will be virtual again.

Tipton Public Library

Board of Trustees

Special Meeting

April 29, 2020

Members present virtually; Matt M.; Jim M.; Sherry H.; Dale J.; Director Denise S.

Meeting Called to order 6:35. Had some difficulty getting everyone signed in

Approval of Agenda; Matt motioned, Jim 2<sup>nd</sup>; motion carried

Old Business; None

New Business: We discussed how curbside pickup would work. Denise has a page handout detailing how it would work and answered several questions.

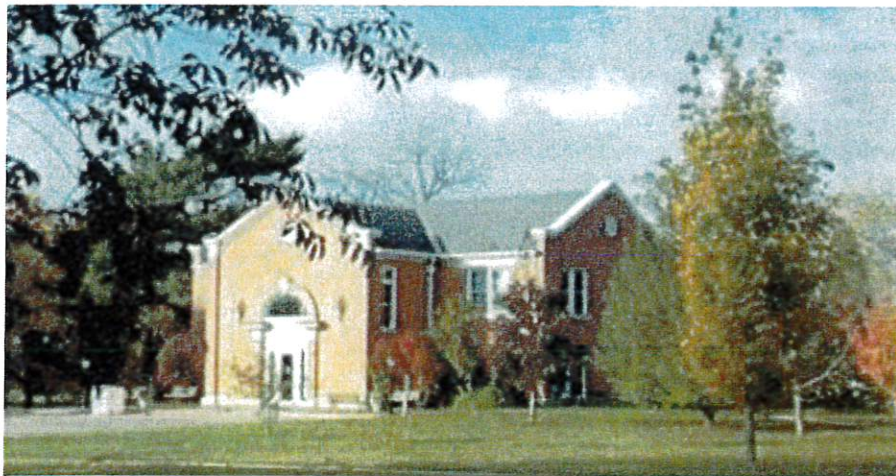
Next Meeting- Regular monthly May 18<sup>th</sup> at 6:30

# TIPTON PUBLIC LIBRARY

*Check it out!*

*April 2020*

*Director's Report*



*Prepared by Denise Smith*

*Library Director*

*To*

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

*May 2020*

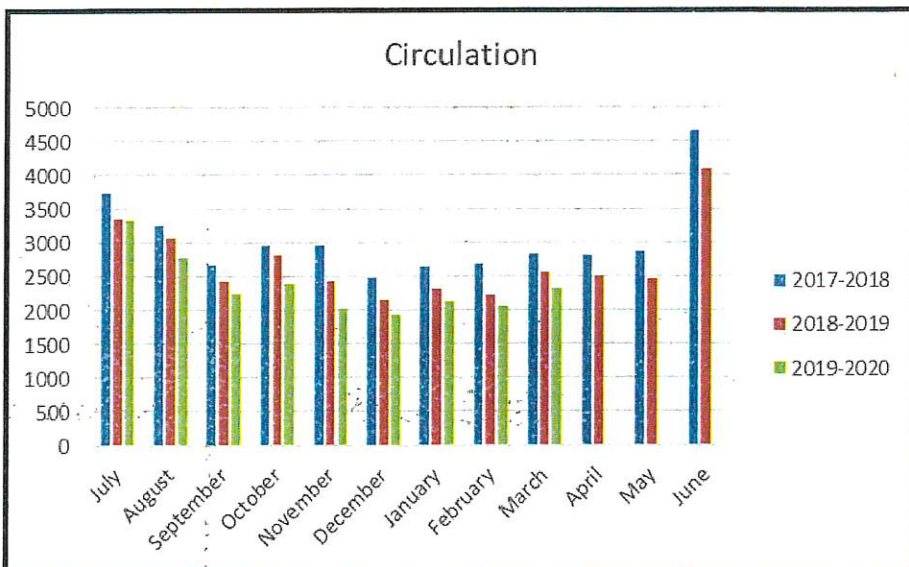
## Statistics April 2020

April YTD

Total Circulation	18	21,171
Bridges Circ	162	
Tipton Residents Circ.	16	12,409
Cedar County Residents Circ.	2	5,910
Computer Use	0	2,436
WiFi Usage	72	2,194
Attendance of Programs	0	3,689
Transactions for Copies made	0	1,206
Transactions for Faxes Sent	0	115
Transactions for ILL borrowed	0	263
Transactions for Keurig Drinks	0	173
Transactions for Friends of Library	0	374
Door Count	0	27,038

### Circulation by Material Types

	April	YTD
Adult books	10	5,647
Teen Books	0	1,213
Children's books	5	8,285
DVDs	3	5,256
CDs	0	559
Magazines	0	211



### 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*

Tryeann Schultz  
*Library Assistant*

Amy Wallace  
*Library Assistant*

Matthew Smith  
*Library Assistant*

Cindy Kunde  
*Library Assistant Sub*

Marcie Jedlicka  
*Library Assistant Sub*

John Barnum  
*Custodian*

### Library Board of Trustees

Dale Jedlicka-President

Heather Sloma-Weber

Jennifer Johnson-Secretary

Marcus Hertert

Jim McCollough-Vice President

Sherry Hall

Matt McCall

## General Fund-Revenues

	April	YTD
Grants	\$5,000.00	\$5,000.00
Rural Funding	\$13,928.27	\$27,856.54
Fines and Fees	\$0	\$1,965.61
Donations	\$0	\$5,938.63
Enrich Iowa	\$0	\$3,057.92
Reimbursements	\$0	\$131.00
Refunds	\$0	\$701.29
Miscellaneous	\$0	\$1,804.99
Utilities	\$442.83	\$4,428.34
<b>Total Revenues</b>	<b>\$19,371.10</b>	<b>\$50,884.32</b>

## General Fund-Expenses

	April	YTD
Staff	\$7,484.23	\$89,464.74
Staff Benefits	\$1,022.14	\$15,005.16
Materials	\$1,776.04	\$21,458.18
B. Maintenance	\$0	\$3,844.55
G. Maintenance	\$0	\$5,983.00
Technology	\$414.17	\$2,662.33
Programing	\$462.52	\$5,361.03
Miscellaneous	\$4,654.91	\$46,406.78
Software	\$0	\$799.00
<b>Total Expenses</b>	<b>\$15,814.01</b>	<b>\$190,984.77</b>

Trust Fund Revenue- \$1.95

Trust Fund Balance- \$9,373.47

## Monies Spent on Library Materials

	April	YTD
Books	\$1,323.57	\$15,395.20
DVDs	\$291.35	\$1,808.22
CDs	\$127.50	\$1,171.24
Mag./News.	\$0	\$1,760.62

## Tipton Airport Committee Meeting

May 13, 2020-7:06 PM by Virtual Meeting due to the COVID-19 situation.

Max Coppess called the meeting to order with a roll call. Those present: Max Coppess, Rick Sawyer, Mike Moes and Leanne Boots. Abby Cummins was present as council, Brian Wagner as guest.

Meeting agenda and minutes from April 8, 2020 virtual meeting were approved with a motion by Leanne and a second by Rick.

### Unscheduled

Max reminded the committee that hangar contracts are up at the end of June. That item will be placed on the agenda for next month's meeting to discuss any changes.

### Land Acquisition Progress

The Tipton City Council approved unanimously to move forward with the Hargrave land acquisition. Due to the COVID 19 crisis, 100% of the entire cost and administration will be paid from federal funds.

### Grant Proposals (COVID-19 \$30,000.00)

Discussion was held on potential costs of items to submit for the CARES Act \$30,000.00 airport grant proposal and will be moving forward with that application process.

### Manager's Report

- 1) Fuel sales for April were 167.38 gallons with gross sales of \$748.68 and a net of \$148.97
- 2) Fuel was dropped April 18<sup>th</sup> from \$4.60 to \$4.40 leaving a current mark-up of \$.89
- 3) There are 1730 gals. in the tank and none will be ordered at this time unless a split order is available
- 4) The fuel filter between the hose and pump was changed and will be good for a year

Meeting adjourned at 7:31 PM with a motion by Rick and a second by Leanne.

Respectfully submitted by Leanne Boots.

This meeting is held at the airport terminal and is always open to the public. Minutes are posted on the bulletin board inside the terminal.

## Tipton Airport Committee Meeting

May 21, 2020-6:33 PM by Virtual Meeting due to the COVID-19 situation.

Max Coppess called the meeting to order with a roll call. Those present: Max Coppess, Scott Pearson, Rick Sawyer, Jim Rolhf, Mike Moes and Shad Meyer..

CARES grant funding was discussed. It was decided to recommend the following to the city council:

1. Syntech Fuel Master credit card system
2. LED Runway and Taxiway light bulbs
3. LED REIL lighting system

A motion to approve was made by Max, second by Scott. Unanimous approval.

Meeting adjourned at 7:20 PM with a motion by Mike and a second by Rick.

Respectfully submitted by Scott Pearson.

This meeting is held at the airport terminal and is always open to the public. Minutes are posted on the bulletin board inside the terminal.

## Amy Lenz

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**From:** Licensing2, ABD <licensing2@iowaabd.com> on behalf of licensing@iowaabd.com  
**Sent:** Wednesday, May 27, 2020 1:31 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
LC0010841	Submitted to Local Authority	Cedar Cnty Vets Of Foreign Wars, Post #2537 (401 Lemon Stree 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



**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	6/1/2020
<b>AGENDA ITEM:</b>	TRIP Program Request
<b>ACTION:</b>	Motion to approve, deny or table

**SYNOPSIS:**

Tipton Revitalization Incentive Program (TRIP) Request (Interior)

Applicant: Michael Thomas DBA: Thomas Heating & Air

*Due to the COVID-19 Pandemic, the Commission is following the guidelines of social distancing and therefore cancelled their meeting and corresponded via email (but couldn't legally vote). However, there weren't any objections via email to proceed with granting approval with this project. The Commission is asking the City Council to make final decision regarding this application.*

Total amount of project: \$16,175.00 for a Commercial Interior Grant

Amount suggested to approve by the Commission: \$7,500.00 to begin project.

**Project:**

- Installation of walls
- Painting walls and ceilings
- Install Corrugated steel on East/West walls
- Install steel and paint North/South walls
- New lighting
- New HVAC
- New overhead door

**BUDGET ITEM: 125-5-590-2-65800**

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

**MAYOR/COUNCIL ACTION: Approve, deny or Table**

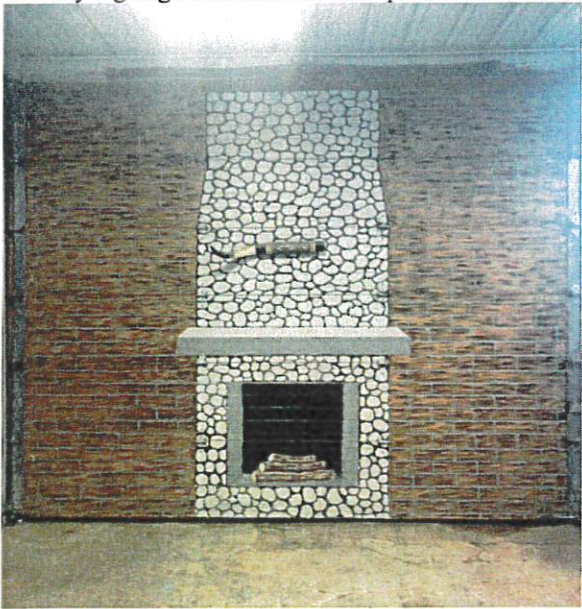
**Date Prepared: 5/25/2020**

**ATTACHMENTS: See pictures below**

Michael Thomas TRIP Commercial for Interior Ceiling



This is currently a garage door that has been painted and will be replace



**AGENDA ITEM**

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	June 1 <sup>ST</sup> , 2020
<b>AGENDA ITEM:</b>	Munee Bucks Rebate Program
<b>ACTION:</b>	Discussion and Approval for changes

**SYNOPSIS:** As you remember last year, we started a new Rebate Program through IAMU. It has allowed access to be done online and has been quite a success.

The Munee Bucks Program currently has limits on most items listed in the program. When we done the program, I overlooked the Custom Rebate portion and did not have a limit on the amount allowed to be given. I would like to take and limit the custom rebate portion to \$1,500.00 dollars per meter. In some instances, a customer may be allowed two rebates because they have two meters, this more than likely would be a business and not a residential customer.

I need your permission to make these changes and have this done also on our website

I have looked at other Municipals in the area and they all have limits on what they will pay out in the custom rebates. \$1,500.00 dollars was the high end and that was Mount Pleasant Municipal Utilities.

**BUDGET ITEM:** Yes

**RESPONSIBLE DEPARTMENT:** Electric

**MAYOR/COUNCIL ACTION:** Approval Needed for changes

**ATTACHMENTS:**

**PREPARED BY:** Floyd Taber

**DATE PREPARED:** May 22, 2020

AGENDA ITEM:

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	<b>06/01/2020</b>
<b>AGENDA ITEM:</b>	<b>Discussion and possible action concerning a proposal to replace a PC in the Public Works Department</b>
<b>ACTION:</b>	<b>Motion to Approve, Deny or Table</b>

**SYNOPSIS:**

ITP had provided the attached quote to replace a failed PC in the Public Works Department.

This replacement would total \$1,343.73 and is a budgeted item.

**PREPARED BY:** Melissa

**DATE PREPARED:** 05/28/20



INTEGRATED TECHNOLOGY

PARTNERS

We have prepared a quote for you

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## Public Works PC Replacement

Quote # 000456 v1

Prepared for:

**City of Tipton**

Melissa Armstrong  
marmstrong@tiptoniowa.org

Prepared by:

**Integrated Technology Partners**

Tony Hurd  
tonyhurd@itptechs.com

Hardware

Description	Price	Qty	Ext. Price
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Hardware

Description	Price	Qty	Ext. Price
<p><b>210-ASBI OptiPlex 3070 Micro: OptiPlex 3070 Micro;OptiPlex 3070 Micro BTX</b></p> <p>Processor: Intel REG Core™ i5-9500T (6 Cores/9MB/6T/2.2GHz to 3.7GHz/35W); supports Windows 10/Linux            Operating System: Windows 10 Pro 64bit English, French, Spanish            Windows AutoPilot: No Windows AutoPilot            Microsoft Office: Microsoft Office 30 Day Trial            Memory: 8GB 1x8GB 2666MHz DDR4 Memory            Hard Drive: M.2 256GB PCIe NVMe Class 35 Solid State Drive            Additional Hard Drive: No Additional Hard Drive            Chassis Options: OptiPlex 3070 Micro            Power Cord: System Power Cord (Philippine/US)            Optical Software: PowerDVD Software not included            Wireless: Qualcomm REG QCA9377 Dual-band 1x1 802.11ac            Wireless with MU-MIMO + Bluetooth 4.1 with Internal Antenna            Wireless Driver: Qualcomm Wireless QCA9377 1x1 driver            Stands and Mounts: No Stand Option            Adapter: No Additional Cable            Serial Port Adapter: No Parallel or Serial Port            Keyboard: Dell Multimedia English Keyboard - KB216            Mouse: Dell MS116 Wired Mouse            Back Cover: No Cable Cover            External Speakers: No External Speaker            Software Stack: Windows 10 Non-Embedded 3070            Operating System Recovery Options: Recovery USB Media Not Included            ENERGY STAR: ENERGY STAR Qualified            Documentation: Safety, Environmental, and Regulatory Information (English/French/Multi-language)            System Monitoring Options: Dell Watchdog Timer            Placemat: Quick Setup Guide 3070 Micro            Order Information: US No Canada Ship Charge            EAN/UPC Label: Print on Demand Label            TPM Security: Trusted Platform Module (Discrete TPM Enabled)            Shipping Material: Ship Material for OptiPlex Micro Form Factor            Label: Mexico Regulatory LBL for Micro Chassis 65W            CompuTrace Offerings: No Computrace            Processor Label: Intel REG Core™ i5 Processor Label            Transportation from ODM to region: DT BTS/BTP Shipment            Systems Management: No Out-of-Band Systems Management            TAA: No TAA            Additional Video Ports: No Additional Video Ports            Power Supply: 65 Watt AC adapter            Optane: No Optane            Configuration Type: 3070MFF_1H20_019/US/BTS            Protect Your New PC: McAfee REG Small Business Security 30 Day Free Trial            Hardware Support Services: 3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnosis            Cables and Dongles: Dell Adapter - DisplayPort to VGA</p>	\$818.73	1	\$818.73

Hardware

Description	Price	Qty	Ext. Price
Subtotal:			<b>\$818.73</b>

Services

Description	Price	Qty	Ext. Price
Project Labor - <b>Project Labor - Fixed Fee</b> Fixed Fee Fixed fee labor for service or project work.	\$510.00	1	\$510.00
Subtotal:			<b>\$510.00</b>

Shipping

Description	Price	Qty	Ext. Price
Shipping <b>Shipping</b> Shipping	\$15.00	1	\$15.00
Subtotal:			<b>\$15.00</b>



## Public Works PC Replacement



**Prepared by:**

**Integrated Technology Partners**  
Tony Hurd  
(563) 732-3535  
tonyhurd@itptechs.com

**Prepared for:**

**City of Tipton**  
124 W South St  
Tipton, IA 52772  
Melissa Armstrong  
(563) 886-4000  
marmstrong@tiptoniowa.org

**Quote Information:**

**Quote #: 000456**  
Version: 1  
Delivery Date: 05/07/2020  
Expiration Date: 06/04/2020


## Quote Summary

Description	Amount
Hardware	\$818.73
Services	\$510.00
	<b>Subtotal: \$1,328.73</b>
	<b>Shipping: \$15.00</b>
	<b>Total: \$1,343.73</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

### Integrated Technology Partners

### City of Tipton

Signature:   
 Name: Tony Hurd  
 Title: CIO  
 Date: 05/07/2020

Signature: \_\_\_\_\_  
 Name: Melissa Armstrong  
 Date: \_\_\_\_\_

## SOW, Site Requirements, Terms, & Conditions

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### Statement of Work

This proposal includes the following:

(1) Listed Equipment

(1) Basic Install

### Terms & Conditions

Limited Warranty: Purchase price includes one (1) year warranty on quoted equipment, and 30 days on labor, unless otherwise noted above.

The purchase price shall be paid in the following installment: (70% of quoted price) upon acceptance (must be received before ITP will order equipment); Balance due upon system installation.

To accept this quote, please Accept, Initial, Sign & Submit- Thank you for your order.

# Request To Be Placed on the Council Agenda

Name: Focus Up Foundation (Ariel Zaruba)  
Address: PO Box 65442 Des Moines IA, 50311  
Phone: 563-889-0073  
Email address: Focusuponmentalhealth@gmail.com

**Reason for request, please be specific:**

## **Event Name:** Focus Up on Mental Health & Suicide Awareness

**Goal:** To raise awareness on mental health, fight stigma and encourage understanding.

**Hosted by:** Focus Up Foundation (501c3)

**What:** 5K Walk/Run Road Race

**Where:** Tipton, Iowa City Park

**Why:** To raise awareness on mental health. In loving memory of Austin "AJ" Zaruba (Tipton graduate) who took his own life on February 23<sup>rd</sup>, 2018.

**When:** Saturday August 1<sup>th</sup>, ~~2019~~ 2020

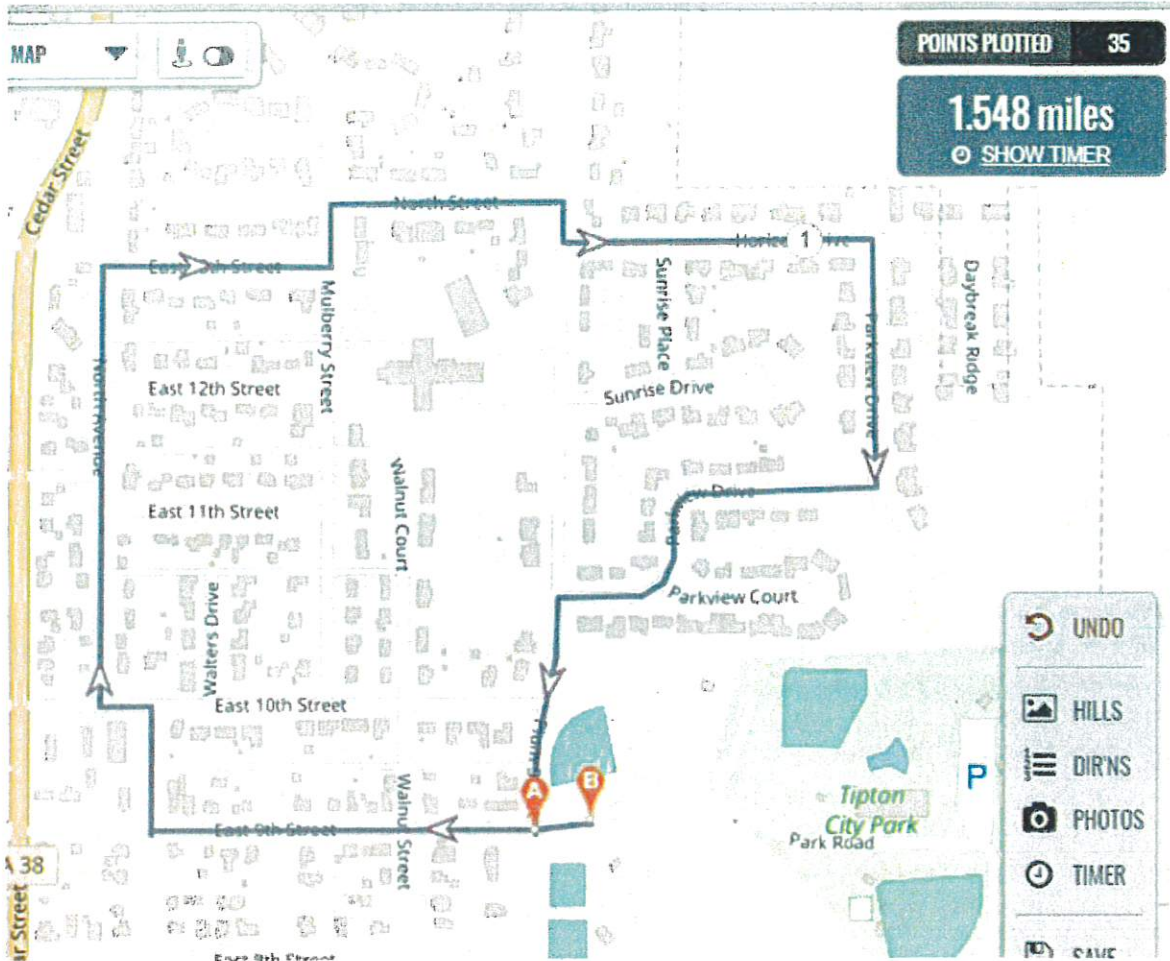
**Time:** Check-in/registration 7:00am. Start time: 8:00am (giving runners until 12:00pm to complete the course)

**Packet pickup:** Friday July 31st 5pm-7:00pm \*Lower shelter will be rented at the park (4:00 pm-7:00 pm).

This road race event has been designed to bring awareness to the many mental health issues that people deal with every day. Runners and walkers throughout the community can join together to support our efforts in increasing mental health awareness, fight stigmas and encourage understanding by providing resources and support. Proceeds will be donated to CommUnity formerly the Crisis Center. They provide a wide variety of services including:

- Call/Text/Chat
  - *CommUnity Crisis Hotline available 24/7. CommUnity Chat and Text available from 9am-2am Central. Between the hours of 2am and 9am Central*
- Mobile Crisis Outreach
  - *Mental health counselors are dispatched to homes, schools, emergency rooms, or public places where a mental health crisis is occurring with a response time within 60 minutes of dispatch*
- Support Groups
  - *Coping with suicide loss*

- Hearing voices & special messages
- STOP: secondary trauma of providers and training
- Food Bank/Mobile Food Pantry



\*Participants will be starting on the track, running the pictured course twice, and end back on the track.

\*Approval of this race route has been granted by Police Chief Lisa Kepford as of 5/22/20

\*Permission pending to use the track for August 1<sup>th</sup> from 7am-12pm via email communication from Michele Gipson, Secretary/Central Office.

IN LOVING MEMORY OF  
AUSTIN 'AJ' ZARUBA



**FOCUS UP**  
Foundation

**PRESENTS:**

# **FOCUS UP** on **MENTAL HEALTH & SUICIDE AWARENESS**



## **VIRTUAL SUPERHERO**

**5K/WALK/RUN  
KIDS 100M DASH**

### **AUGUST 1, 2020**

LIVE RACE TO BE DETERMINED PENDING GOVERNMENT REGULATIONS

**PORCION OF PROCEEDS  
WILL BE DONATED TO:**

**FOR MORE INFORMATION  
VISIT [FOCUSUPFOUNDATION.ORG](http://FOCUSUPFOUNDATION.ORG)**



Date of Council Meeting: June  
1st, 2020 Today's date and

time: May 28th, 2020 8:00pm

Signature: Ariel Zaruba

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	825.12		
			MEDICARE WITHOLDING	167.00		
			MEDICARE WITHOLDING	7.97		
			MEDICARE WITHOLDING	0.79		
			MEDICARE WITHOLDING	4.12		
			MEDICARE WITHOLDING	13.09		
			FRIENDS OF THE ANIMALS	1 DOG	75.00	
			IPERS	IPERS WITHOLDING POLICE	1,379.02	
			PRINCIPAL	GTL_VTL INSURANCE	23.40	
				PRINCIPAL	14.36	
			UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	63.22	
			CITY UTILITIES	City Hall	22.50	
			CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	2,435.08	
			BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	4,560.92	
				TOTAL:	9,591.59	
		FIRE DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	55.45
					MEDICARE WITHOLDING	11.54
	MEDICARE WITHOLDING			1.45		
	BOW TIE AUTOMOTIVE			REPAIRS #182	701.00	
	IPERS			IPERS WITHOLDING, FIRE	64.72	
	PRO HYDRO TESTING LLC			HYDRO TEST SCBA BOTTLES	224.00	
	CITY UTILITIES			CITY UTILITIES	465.06	
				CITY UTILITIES	866.03	
	CITY OF TIPTON-REVOLVING CENTRAL GARAG			vehicle/equipment charges	2,299.05	
				TOTAL:	4,688.30	
AMBULANCE	GENERAL GOVERNMENT I.R.S.				FICA WITHOLDING	185.47
			MEDICARE WITHOLDING	27.12		
			MEDICARE WITHOLDING	16.25		
			BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	294.32	
				MEDICAL SUPPLIES	19.26	
			CLIA LABORATORY PROGRAM	CERTIFICATE FEE	180.00	
			MISC. VENDOR QUANTUM EMS	QUANTUM EMS:ACR	714.00	
			IPERS	IPERS WITHOLDING EMT	307.30	
			PRINCIPAL	GTL_VTL INSURANCE	3.90	
				PRINCIPAL	7.18	
			SHIELD TECHNOLOGY CORPORATION	SHIELDWARE MOBILE	390.00	
			T & M CLOTHING CO.	UNIFORM SHIRTS	875.00	
			THOMAS HEATING & AIR	BLDG MAINT REPAIRS	313.00	
			UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	9.44	
			WELTER STORAGE EQUIPMENT CO., INC	OPERATING SUPPLIES	500.00	
			CITY OF TIPTON FUNDS	TRANSFERS	1,442.33	
			CITY UTILITIES	CITY UTILITIES	171.74	
				CITY UTILITIES	109.54	
			CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	4,191.36	
			BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	999.23	
		TOTAL:	10,756.44			
STREET DEPARTMENT	GENERAL GOVERNMENT I.R.S.		FICA WITHOLDING	184.61		
			MEDICARE WITHOLDING	37.06		
			MEDICARE WITHOLDING	0.02		
			MEDICARE WITHOLDING	0.04		
			MEDICARE WITHOLDING	6.04		
			CINTAS LOC	UNIFORMS	53.76	
				UNIFORMS	53.76	

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		IPERS	IPERS REGULAR EMPLOYEES	296.20
		PRINCIPAL	GTL_VTL INSURANCE	6.41
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	14.13
		CITY OF TIPTON FUNDS	TRANSFERS	25,735.75
		CITY UTILITIES	CITY UTILITIES	53.15
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	5,958.67
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	<u>1,979.30</u>
			TOTAL:	34,378.90
CEMETERY	GENERAL GOVERNMENT	ERIC STORJOHANN	2 BURIALS	<u>750.00</u>
			TOTAL:	750.00
GENERAL ADMINISTRATION	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	131.76
			MEDICARE WITHOLDING	30.79
			MEDICARE WITHOLDING	0.01
			MEDICARE WITHOLDING	0.01
		CINTAS LOC	UNIFORMS	7.69
			UNIFORMS	7.69
		IPERS	IPERS REGULAR EMPLOYEES	208.48
		PRINCIPAL	GTL_VTL INSURANCE	2.42
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	10.44
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	1,390.36
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	<u>1,604.79</u>
			TOTAL:	3,394.44
LIBRARY	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	167.82
			MEDICARE WITHOLDING	23.42
			MEDICARE WITHOLDING	15.83
		BAKER & TAYLOR	22 BOOKS	246.20
			7 BOOKS	74.72
			20 BOOKS	236.68
		BAKER PAPER & SUPPLY	XLARGE GLOVES	71.24
		BANLEACO	COPIERS CONTRACT	117.52
		CENTRAL IOWA DISTRIBUTING INC	MISC SUPPLIES	211.00
		CONTROL INSTALLATIONS OF IOWA INC	DOOR INSPECTION	213.60
		COPY SYSTEMS	BASE CHARGE	159.02
		MISC. VENDOR EPIPHANY SALON & SPA	EPIPHANY SALON & SPA:GCFOR	160.00
		MI TIERRA	MI TIERRA:GIFT CARDS FOR S	166.40
		IPERS	IPERS REGULAR EMPLOYEES	255.52
		MEDIACOM	INTERNET SERVICE	312.47
		PRINCIPAL	GTL_VTL INSURANCE	3.90
		SCHUMACHER ELEVATOR COMPANY	MONTHLY MAINTENANCE	231.97
		SWANK MOVIE LICENSING USA	RENEWAL OF LICENSE	104.00
		CITY UTILITIES	CITY UTILITIES	<u>608.94</u>
			TOTAL:	3,380.25
PARK	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	7.43
			MEDICARE WITHOLDING	1.74
		CEDAR COUNTY CO-OP	656.36 GL FUEL	101.86
		IPERS	IPERS REGULAR EMPLOYEES	11.69
		PRINCIPAL	GTL_VTL INSURANCE	0.10
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	0.59
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	247.69
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	<u>94.42</u>
			TOTAL:	465.52



DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
RECREATION DEPARTMENT	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	61.97
			MEDICARE WITHOLDING	14.50
		IPERS	IPERS REGULAR EMPLOYEES	98.29
		PRINCIPAL	GTL_VTL INSURANCE	1.95
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	5.06
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	42.00
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	543.24
			TOTAL:	767.01
SUMMER BALL PROGRAMS	GENERAL GOVERNMENT	MISC. VENDOR BRYAN CARNEY	BRYAN CARNEY:SUMMER BALL R	40.00
			TOTAL:	40.00
RED CROSS SWIM	GENERAL GOVERNMENT	MISC. VENDOR ANDREW HERMISTON	ANDREW HERMISTON:SWIM REFU	60.00
		STEPH WORRELL	STEPH WORRELL:SWIM LSN REF	60.00
			TOTAL:	120.00
FAMILY AQUATIC CENTER	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	145.43
			MEDICARE WITHOLDING	30.60
			MEDICARE WITHOLDING	3.42
		MISC. VENDOR HILLARY LAFRENZ	HILLARY LAFRENZ:SWIM LSN R	45.00
		IPERS	IPERS REGULAR EMPLOYEES	212.17
		PRINCIPAL	GTL_VTL INSURANCE	5.85
		T & M CLOTHING CO.	STAFF UNIFORMS	1,225.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	10.81
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	478.65
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,098.96
			TOTAL:	3,255.89
ECONOMIC DEVELOPMENT	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	103.33
			MEDICARE WITHOLDING	24.17
		AIRNETIX	DOWNTOWN SOUND SYSTEM	8,500.00
		IPERS	IPERS REGULAR EMPLOYEES	180.71
		MARCIA MEYERS	JUNE RENT	600.00
		PRINCIPAL	GTL_VTL INSURANCE	3.90
			PRINCIPAL	7.18
		SPINUTECH INC	MAY EMAIL MARKETING	25.00
		TIPTON CONSERVATIVE	COMMUNITY GUIDE, COVID	900.00
			COMMUNITY GUIDE, COVID	1,500.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	9.13
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	2,805.12
			TOTAL:	14,658.54
EXECUTIVE	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	23.25
			MEDICARE WITHOLDING	5.44
		IPERS	IPERS ELECTED OFFICIALS	35.40
			TOTAL:	64.09
FINANCE & ADMINISTRATI	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	67.38
			MEDICARE WITHOLDING	4.30
			MEDICARE WITHOLDING	11.38
			MEDICARE WITHOLDING	0.01
			MEDICARE WITHOLDING	0.08
		IPERS	IPERS REGULAR EMPLOYEES	104.38
		PRINCIPAL	GTL_VTL INSURANCE	0.48
			PRINCIPAL	6.39
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	0.58

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITY UTILITIES	City Hall	276.24
			City Hall	41.23
			CITY UTILITIES	1,824.28
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	134.16
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	178.09
			TOTAL:	2,648.98
BUILDING MAINTENANCE	GENERAL GOVERNMENT	I.R.S.	FICA WITHOLDING	0.48
			MEDICARE WITHOLDING	0.11
		CINTAS CORPORATION	FIRST AID SUPPLIES	16.86
			TOTAL:	17.45
AMBULANCE TRUST	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	1,442.33
			TOTAL:	1,442.33
TRANSFER-COMM/LOCAL AC	GENERAL GOVERNMENT	CITY OF TIPTON FUNDS	TRANSFERS	2,083.33
			TOTAL:	2,083.33
STREET DEPARTMENT	ROAD USE TAX FUND	GARDEN & ASSOCIATES INC	PLUM ST RECONSTRUCTION	1,641.25
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	7,547.64
			TOTAL:	9,188.89
TRAFFIC SERVICE MAINT.	ROAD USE TAX FUND	I.R.S.	FICA WITHOLDING	3.63
			MEDICARE WITHOLDING	0.85
		IPERS	IPERS REGULAR EMPLOYEES	5.94
		PRINCIPAL	GTL_VTL INSURANCE	0.12
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	0.30
		CITY UTILITIES	CITY UTILITIES	32.59
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	39.01
			TOTAL:	82.44
SNOW AND ICE REMOVAL	ROAD USE TAX FUND	I.R.S.	FICA WITHOLDING	57.62
			MEDICARE WITHOLDING	13.46
			MEDICARE WITHOLDING	0.01
		IPERS	IPERS REGULAR EMPLOYEES	92.83
		PRINCIPAL	GTL_VTL INSURANCE	2.07
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	4.49
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	4,965.56
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	565.62
			TOTAL:	5,701.66
STREET CLEANING	ROAD USE TAX FUND	I.R.S.	FICA WITHOLDING	7.81
			MEDICARE WITHOLDING	1.83
		IPERS	IPERS REGULAR EMPLOYEES	11.89
			TOTAL:	21.53
TRANSFER/OTHER SOURCES	ROAD USE TAX FUND	CITY OF TIPTON FUNDS	TRANSFERS	2,282.92
			TOTAL:	2,282.92
TRANSFERS/OTHER SOURCE TRUST AND AGENCY F		CITY OF TIPTON FUNDS	TRANSFERS	35,696.17
			TOTAL:	35,696.17
TRANSFER	Emergency Fund	CITY OF TIPTON FUNDS	TRANSFERS	2,619.58
			TOTAL:	2,619.58
TRANSFERS/OTHER SOURCE LOCAL OPTION TAX		CITY OF TIPTON FUNDS	TRANSFERS	22,333.33

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	22,333.33
TRANSFERS/OTHER SOURCE TIF SPECIAL REVENUE CITY OF TIPTON FUNDS			TRANSFERS	8,902.75
			TOTAL:	8,902.75
REVOLVING LOAN PRGRM ECONOMIC/INDUSTRIAL ECIA			HARDACRE GRANT WRITING	751.50
		MISC. VENDOR CHERYL FISHER	CHERYL FISHER:COVID 19 RLF	5,000.00
		VINNY PHAM	VINNY PHAM:RLF AGREEMENT	10,000.00
			TOTAL:	15,751.50
TRANSFERS/OTHER SOURCE FIRE ENTERPRISE TR CITY OF TIPTON FUNDS			TRANSFERS	2,500.00
			TRANSFERS	5,225.00
			TOTAL:	7,725.00
WATER DISTRIBUTION WATER OPERATING I.R.S.			FICA WITHOLDING	274.13
			MEDICARE WITHOLDING	62.16
			MEDICARE WITHOLDING	0.48
			MEDICARE WITHOLDING	1.46
		CINTAS LOC	UNIFORMS	35.16
			UNIFORMS	7.64
		IOWA ONE CALL	LOCATES	20.70
		IPERS	IPERS REGULAR EMPLOYEES	439.92
		PRINCIPAL	GTL_VTL INSURANCE	8.31
			PRINCIPAL	21.54
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	16.35
		CITY UTILITIES	City Hall	22.50
			CITY UTILITIES	651.72
			CITY UTILITIES	628.86
			CITY UTILITIES	1,148.92
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	423.31
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	2,525.73
			TOTAL:	6,288.89
WATER BILL/COLLECT WATER OPERATING I.R.S.			FICA WITHOLDING	66.74
			MEDICARE WITHOLDING	15.62
		IPERS	IPERS REGULAR EMPLOYEES	108.16
		PRINCIPAL	GTL_VTL INSURANCE	2.74
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	5.46
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	924.03
			TOTAL:	1,122.75
TRANSFER/OTHER SOURCES WATER OPERATING CITY OF TIPTON FUNDS			TRANSFERS	3,645.83
			TRANSFERS	11,837.92
			TOTAL:	15,483.75
WASTEWATER/AKA SEWER WASTEWATER/AKA SEW I.R.S.			FICA WITHOLDING	267.30
			MEDICARE WITHOLDING	60.54
			MEDICARE WITHOLDING	0.04
			MEDICARE WITHOLDING	0.46
			MEDICARE WITHOLDING	1.46
		ACTION SEWER & SEPTIC SERVICE INC	CAMERA WORK ON 9TH STREET	485.00
		IPERS	IPERS REGULAR EMPLOYEES	430.18
		PRINCIPAL	GTL_VTL INSURANCE	7.78
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	16.13
		WENDLING QUARRIES INC	18.66 TN ROAD STONE	208.99
		CITY UTILITIES	City Hall	22.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			CITY UTILITIES	1,263.18
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	459.45
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	2,760.03
			TOTAL:	5,983.04
TRANSFER/OTHER SOURCES WASTEWATER/AKA SEW CITY OF TIPTON FUNDS			TRANSFERS	3,383.33
			TRANSFERS	16,991.00
			TOTAL:	20,374.33
ELECTRIC DISTRIBUTION	ELECTRIC OPERATING I.R.S.		FICA WITHOLDING	724.39
			MEDICARE WITHOLDING	160.00
			MEDICARE WITHOLDING	0.11
			MEDICARE WITHOLDING	0.81
			MEDICARE WITHOLDING	8.51
		CINTAS LOC	UNIFORMS, SHOP TOWELS, MAT	107.84
			UNIFORMS, SHOP TOWELS, MAT	46.94
			UNIFORMS, SHOP TOWELS, MAT	107.84
			UNIFORMS, SHOP TOWELS, MAT	46.94
			CLEANING SERVICES	89.88
			UNIFORMS, SHOP TOWELS, MAT	107.84
			UNIFORMS, SHOP TOWELS, MAT	46.94
		CINTAS CORPORATION	FIRST AID SUPPLIES	62.51
		JAMES HANSEN	JUNE RENT	225.00
		HUBILL INCORPORATED	HYDROGEN METER	553.65
		INTEGRATED TECHNOLOGY PARTNERS LLC	TECH SERVICES	90.00
			TECH SERVICES	135.00
		IOWA ONE CALL	LOCATES	20.70
		IPERS	IPERS REGULAR EMPLOYEES	1,158.26
		POWER LINE SUPPLY	UNDERGROUND SUPPLIES	192.60
			STREET LIGHTING SUPPLIES	1,808.97
			STREET LIGHTING SUPPLIES	2,264.85
			UNDERGROUND SUPPLIES	184.64
		PRINCIPAL	GTL_VTL INSURANCE	19.40
			PRINCIPAL	14.36
		TERRY DURIN COMPANY	UNDERGROUND SUPPLIES	467.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	45.35
		WESCO RECEIVABLES CORP	SAFETY SUPPLIES	203.30
		CITY UTILITIES	City Hall	28.12
			CITY UTILITIES	326.84
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	1,603.28
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	4,262.89
			TOTAL:	14,729.56
ELECTRIC POWER PLANT	ELECTRIC OPERATING I.R.S.		FICA WITHOLDING	98.07
			MEDICARE WITHOLDING	22.94
		CEDAR COUNTY CO-OP	7201 GL DYED DSL FUEL	9,073.26
		GRASSHOPPER LAWN CARE DBA ALL STAR TUR	WEED CONTROL	100.00
			WEED CONTROL	64.20
		IPERS	IPERS REGULAR EMPLOYEES	157.36
		PRINCIPAL	GTL_VTL INSURANCE	2.64
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	7.69
		CITY UTILITIES	CITY UTILITIES	782.52
			CITY UTILITIES	15.00
			ENGINE 2	15.00
			CITY UTILITIES	1,273.97
			CITY UTILITIES	1,254.57

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			CITY UTILITIES	36.49
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	193.17
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	595.78
			TOTAL:	13,692.66
ELECTRIC BILL/COLLECT	ELECTRIC OPERATING I.R.S.		FICA WITHOLDING	132.12
			MEDICARE WITHOLDING	30.90
		IPERS	IPERS REGULAR EMPLOYEES	213.07
		PRINCIPAL	GTL_VTL INSURANCE	4.52
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	10.33
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	135.22
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,280.51
			TOTAL:	1,806.67
LOUISA GENERATING STAT	ELECTRIC OPERATING MIDAMERICAN ENERGY COMPANY		Est cash request	16,800.00
			Est cash request	27,840.00
			Est cash request	480.00
			Est cash request	2,880.00
			TOTAL:	48,000.00
TRANSFER/OTHER SOURCES	ELECTRIC OPERATING CITY OF TIPTON FUNDS		TRANSFERS	24,330.83
			TRANSFERS	35,997.08
			TRANSFERS	6,656.33
			TOTAL:	66,984.24
GAS DISTRIBUTION	GAS OPERATING	I.R.S.	FICA WITHOLDING	416.38
			MEDICARE WITHOLDING	88.60
			MEDICARE WITHOLDING	0.12
			MEDICARE WITHOLDING	0.44
			MEDICARE WITHOLDING	8.22
		CJ COOPER & ASSOCIATES INC	RANDOM SCREENINGS	70.00
		CINTAS LOC	UNIFORMS, SHOP TOWELS, MAT	44.47
			UNIFORMS, SHOP TOWELS, MAT	44.47
			CLEANING SERVICES	22.47
			UNIFORMS, SHOP TOWELS, MAT	44.47
		IOWA ONE CALL	LOCATES	20.70
		IPERS	IPERS REGULAR EMPLOYEES	655.70
		NILES CHIROPRACTIC	DRUG SCREENINGS	75.00
		PRINCIPAL	GTL_VTL INSURANCE	10.23
		UTILITY SAFETY AND DESIGN INC	GAS MODEL CONFERENCE	594.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	26.27
		CITY UTILITIES	City Hall	28.12
			CITY UTILITIES	163.42
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	561.84
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	2,775.09
			TOTAL:	5,650.01
GAS BILL/COLLECT	GAS OPERATING	I.R.S.	FICA WITHOLDING	79.49
			MEDICARE WITHOLDING	18.59
		IPERS	IPERS REGULAR EMPLOYEES	128.78
		PRINCIPAL	GTL_VTL INSURANCE	3.08
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	6.36
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,009.77
			TOTAL:	1,246.07
GAS PEAK SHAVING PLANT	GAS OPERATING	CITY UTILITIES	CITY UTILITIES	61.15

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	61.15
AIRPORT	AIRPORT OPERATING	I.R.S.	FICA WITHOLDING	13.18
			MEDICARE WITHOLDING	3.08
		IPERS	IPERS REGULAR EMPLOYEES	20.06
		WRIGHT LAWN CARE	CONTRACT PAY JUNE 2020	358.33
		CITY UTILITIES	CITY UTILITIES	395.67
			TOTAL:	790.32
GARBAGE COLLECTION	GARBAGE COLLECTION	I.R.S.	FICA WITHOLDING	172.44
			MEDICARE WITHOLDING	39.68
			MEDICARE WITHOLDING	0.16
			MEDICARE WITHOLDING	0.45
		CINTAS LOC	UNIFORMS	8.25
			UNIFORMS	8.25
		IPERS	IPERS REGULAR EMPLOYEES	280.96
		NILES CHIROPRACTIC	DRUG SCREENINGS	25.00
		PRINCIPAL	GTL_VTL INSURANCE	5.32
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	8.81
		CITY UTILITIES	City Hall	22.50
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	5,484.76
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,974.62
			TOTAL:	8,031.20
RECYCLING	GARBAGE COLLECTION	I.R.S.	FICA WITHOLDING	37.59
			MEDICARE WITHOLDING	8.63
			MEDICARE WITHOLDING	0.16
		IPERS	IPERS REGULAR EMPLOYEES	61.92
		PRINCIPAL	GTL_VTL INSURANCE	1.56
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	3.07
		CITY UTILITIES	CITY UTILITIES	40.74
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	3,584.57
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	622.81
			TOTAL:	4,361.05
TRANSFER OUT/SINKING F	GARBAGE COLLECTION	CITY OF TIPTON FUNDS	TRANSFERS	2,978.67
			TRANSFERS	1,753.67
			TOTAL:	4,732.34
STORM WATER	STORM WATER	I.R.S.	FICA WITHOLDING	24.66
			MEDICARE WITHOLDING	5.77
			MEDICARE WITHOLDING	0.02
			MEDICARE WITHOLDING	0.02
		GIERKE ROBINSON COMPANY INC	STORM SEWER SUPPLIES	49.44
		IPERS	IPERS REGULAR EMPLOYEES	39.55
		PRINCIPAL	GTL_VTL INSURANCE	0.96
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	1.92
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	45.44
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	242.10
			TOTAL:	409.88
OTHER SOURCES	STORM WATER	CITY OF TIPTON FUNDS	TRANSFERS	600.83
			TRANSFERS	101.42
			TOTAL:	702.25
NT SRVC-OTHER BUSINES	CENTRAL GARAGE	I.R.S.	FICA WITHOLDING	60.59

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE WITHOLDING	14.17
		BARRON MOTOR SUPPLY	REPAIR PARTS #67	29.50
		CEDAR COUNTY CO-OP	656.36 GL FUEL	2,568.32
			FUEL DISCOUNT	14.90-
		CINTAS LOC	SHOP SUPPLIES	44.94
			UNIFORMS	8.04
			UNIFORMS	8.04
		CINTAS CORPORATION	FIRST AID SUPPLIES	27.15
		IPERS	IPERS REGULAR EMPLOYEES	99.02
		MITCHELL 1	WEB BASED SUBSCRIPTION	260.80
		PRINCIPAL	GTL_VTL INSURANCE	1.93
		STORM STEEL	SHOP SUPPLIES	34.24
		THOMPSON TRUCK & TRAILER	REPAIR PARTS #35	29.96
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	5.00
		CITY UTILITIES	CITY UTILITIES	344.90
			CITY UTILITIES	356.29
			CITY UTILITIES	23.69
			CITY UTILITIES	318.15
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	650.23
			TOTAL:	4,870.06
INT SRVC-OTHER BUSINES ADMINISTRATIVE SER I.R.S.			FICA WITHOLDING	90.61
			MEDICARE WITHOLDING	20.97
			MEDICARE WITHOLDING	0.22
		ECIA	BUILD GRANT WRITING	1,087.50
		HEARTLAND SPORTS COMPLEX	JUNE 2020	2,500.00
		IIMC	ANNUAL MEMBERSHIP FEE	195.00
		IPERS	IPERS REGULAR EMPLOYEES	145.05
		OFFICE EXPRESS	OFFICE SUPPLIES	72.06
		PRINCIPAL	GTL_VTL INSURANCE	3.78
		POSTAL SOURCE	SEALING KIT	55.00
		SMARTSOURCE CONSULTING	PHASE 3 50%	2,750.00
		UNUM LIFE INSURANCE COMPANY OF AMERICA	LONG TERM DISABILITY PAYRO	7.25
		WINDSTREAM	MONTHLY SERVICES	829.11
		CITY OF TIPTON-REVOLVING CENTRAL GARAG	vehicle/equipment charges	18.34
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INS PY CITY	1,450.50
			TOTAL:	9,225.39
NON-DEPARTMENTAL	PAYROLL ACCOUNT	I.R.S.	FEDERAL WITHOLDING	6,354.70
			FICA WITHOLDING	4,486.25
			MEDICARE WITHOLDING	1,049.24
		AFLAC	AFLAC AFTER TAX PY W/HOLDI	214.67
			AFLAC PY PRETAX WITHOLDING	347.42
			AFLAC AFTER TAX DEDUCTION	108.18
		AXA EQUI-VEST PROCESSING OFFICE	DEF. COMP PRETAX	485.00
		COLLECTION SERVICES CENTER	CHILD SUPPORT- SPANGLER-96	96.73
		IPERS	IPERS WITHOLDING, FIRE	43.17
			IPERS ELECTED OFFICIALS	23.59
			IPERS REGULAR EMPLOYEES	3,608.82
			IPERS WITHOLDING EMT	204.96
			IPERS WITHOLDING POLICE	919.80
		PRINCIPAL	GTL_VTL INSURANCE	422.84
			VISION POLICY	259.22
		TREASURER, STATE OF IOWA	STATE WITHOLDING	2,890.00
		BLUE CROSS/BLUE SHIELD	BCBS HEALTH INSURANCE PYM	2,047.50
		CITY OF TIPTON	MISC. EMPLOYEE REIMBURSEME	200.00
			TOTAL:	23,762.09

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
===== FUND TOTALS =====				
001	GENERAL GOVERNMENT			92,503.06
110	ROAD USE TAX FUND			17,277.44
112	TRUST AND AGENCY FUND			35,696.17
119	Emergency Fund			2,619.58
121	LOCAL OPTION TAX			22,333.33
125	TIF SPECIAL REVENUE FUND			8,902.75
160	ECONOMIC/INDUSTRIAL DEVEL			15,751.50
192	FIRE ENTERPRISE TRUST			7,725.00
600	WATER OPERATING			22,895.39
610	WASTEWATER/AKA SEWER REVE			26,357.37
630	ELECTRIC OPERATING			145,213.13
640	GAS OPERATING			6,957.23
660	AIRPORT OPERATING			790.32
670	GARBAGE COLLECTION			17,124.59
740	STORM WATER			1,112.13
810	CENTRAL GARAGE			4,870.06
835	ADMINISTRATIVE SERVICES			9,225.39
860	PAYROLL ACCOUNT			23,762.09
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	GRAND TOTAL:			461,116.53
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SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-TIPTON, IA  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 5/19/2020 THRU 5/29/2020  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 5/19/2020 THRU 5/29/2020

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PAYROLL SELECTION

PAYROLL EXPENSES: NO  
EXPENSE TYPE: N/A  
CHECK DATE: 0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

PRINT DATE: None  
SEQUENCE: By Department  
DESCRIPTION: Distribution  
3L ACCTS: NO  
REPORT TITLE: CLAIMS REGISTER  
SIGNATURE LINES: 0

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PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM:NO

AGENDA ITEM:

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	<b>06/01/20</b>
<b>AGENDA ITEM:</b>	<b>Discussion and possible action concerning approval of the possible steps taken towards re-opening City buildings</b>
<b>ACTION:</b>	<b>Motion to Approve, Deny or Table</b>

**SYNOPSIS:**

The City Buildings have been closed to the public due to COVID-19 since March 17, 2020. Each department has developed steps they can take to start the re-opening process. The steps listed below is a comprehensive list from all departments except the Aquatic Center who will have their own set of steps. Each of these steps may not be applicable to every department or be done at the same time another department is implementing them.

Recently, we've asked the Council to pass motions that approve our continuation of the status quo of closures. But, with this, we're asking the Council to pass a motion that allows City departments the discretion to reopen by choosing the timing to implement choices such as these:

- \* Begin with a "soft opening" to the public. Appointments would be offered for things such as new resident sign up, meetings with the Economic Development Director, non-emergency police situations etc. This will allow us to control the amount of people in our space a one time and allow us to sanitize afterwards.
- \* Appointments will be held in a space that complies with social distancing requirements. Sanitizer will be available in public spaces with signs to sanitizer hands.
- \* Utility Bill payments would still be done using our other options such as drop box, online bill pay and phone payments.
- \* Encourage email communication for any paperwork to transfer between individuals.
- \* Continue telecommunication including phone, Zoom and Go To Meetings whenever possible.
- \* Continue limiting the number of people in City Hall, including employees from other departments.

AGENDA ITEM:

- \* Continue to social distance as staff members. This will become even more important as we rejoin as an entire group.
- \* Sanitize and disinfect multiple times a day.
- \* Employees will take their temperatures at the start and after lunch each day unless stated differently by the Department Head.
- \* Some Departments will be utilizing a staggered work schedule to reduce the interaction between teams.
- \* If a citizen needs to come into the Police office area, we request that they wear a mask. We will also ask some general health questions before they come in the office-Do they feel well? Do they have a fever? Have they been around anyone who is ill or who has tested positive for COVID-19?
- \* Officers and City employees will wear masks (when safely possible) when doing face-to-face interviews/contacts.
- \* There are hand-sanitizer dispensers at the front door, back door and pass-through door with City Hall.
- \* There are disinfectant rugs located at the front door and the back in the Police Department.
- \* The Police Department will continue to communicate with the Cedar County Courthouse regarding court dates for traffic citations. At this time traffic stops are very minimal but starting in June, the TPD will be resuming pro-active law enforcement and getting back to our regular activity by July 15, 2020-dependending on Cedar County Court recommendations.

**PREPARED BY:** Melissa

**DATE PREPARED:** 05/27/20

# JKFAC Summer COVID-19 Reopening Plan

## Facility Opening:

JKFAC will reopen gradually on (tentative of Governor Reynolds' proclamation editions) Monday, June 1<sup>st</sup>. We will start with lap swim Monday- Friday 6AM-8PM and weekends 10AM-6PM. On June 8<sup>th</sup> in indoor pool schedule will be as follows;

6AM-7:30AM Lap Swim

7:45AM-9AM Swim Club Practice (Tentative Governor's Recommendation)

9AM-11:30AM Swim Lessons

12PM-1PM Lap Swim (MWF)

1PM-2PM Water Aerobics (MTTHF) (Tentative Governor's Recommendation)

2PM-7PM Open Swim (Tentative Governor's Recommendation)

7PM-8PM Lap Swim

*Please refer below regarding details for our various activities*

## Staff Training:

*June 2<sup>nd</sup> & 4<sup>th</sup>: Lifeguard In-Water Training*

- Staff will be split into two groups, one training each day in the indoor and outdoor facility
- Instructors; Mandy Powers, Finn Jordan and Head Guards

*June 1<sup>st</sup> – 5<sup>th</sup>: Swim Lessons Instructor Training*

- Staff will be split into small group around the indoor and outdoor facility
- Instructors: Mandy Powers, Finn Jordan and swim lesson coordinators

## Entering the Facility:

When entering the facility patrons will see multiple signs posted reading "By entering our facility you risk the exposure of common illness as well as novel COVID-19. Please practice social distancing from those not in your household and following the markings provided on the floor. Practice good hygiene by using the hand sanitizer provided at all counters and wash hands frequently. Your temperature will be checked upon entering the facility" Where these signs are posted we will also note if the facility may be experiencing high traffic (due to day cares visiting) or if bad weather is in the forecast for the day.

## Facility Changes:

### *Promote Social Distancing:*

1. The floor of the building and the pool deck will be marked to show where to stand at counters and top of slides if in line to use these features. The lifeguard at top of slides will have an area marked out for them to stand in. As will the zero-depth guard.
2. The outdoor pool deck will be marked out to show where families can gather and a six-foot spacing in-between each area.
3. All guard stands will have signage saying, "I am guarding lives! Please see the first aid tent for questions or minor first aid assistance. Thank you!"
4. Day care zones will be marked and provided in the grass area to keep the large group distant from other patrons. Infront of the "day care zone" a no sitting area will be marked out to allow enough distance for them as well.
5. The benches in the locker room will be marked so that the middle bench is unusable. This is so that distance can be created at the lockers. Signs will be posted encouraging the use of the stalls for changing.
6. Patrons will be encouraged to come dressed and ready to swim to avoid the use of the locker rooms all together. However, they will need to enter the locker rooms to access either pool area.
7. To avoid lives at concessions, patrons will be able to order through Google Forms on their phones. Once our concessions staff has received their order the patron will get a text with their wait time as well as the total cost of their order. Once their order is ready, they will get a text letting them know that they can come and pick it up!

### *Reduce frequently touched areas:*

1. Patrons will be asked to go through the locker rooms to access the pool areas to promote personal hygiene of showering before using the pool and hand washing. The glass door entering the indoor pool in the back hallway and the double glass doors leading to the outdoor pool will be where patrons enter and exit these areas.
2. Exit only and staff only doors include all doors between the indoor pool area and outdoor pool area and the double doors between the lobby and indoor pool.
3. Both women's and men's front lobby locker room doors, women's and men's back hallway doors will be propped open.
4. Drinking fountains will be turned off and marked as closed.
5. Lockers will be closed and unusable for partons.
6. Lounge chairs have been removed and patrons will be encouraged to bring and use their own chairs on the pool deck where there are appropriate markings or in grass area.

### *Personal Hygiene promotion:*

1. Hand sanitizer will be provided at each counter in the facility
2. Staff will be provided and encouraged to use masks when social distancing isn't possible and face shields when providing first aid or other care.
3. Patrons will be encouraged to use masks outside of the pool when social distancing is not possible.
4. Patrons and staff will be asked not to come to our facility if feeling ill.

### *Sanitation of facility:*

1. Concessions will continue to clean and sanitize tables and counters on a 30-minute rotation or after each use, whichever comes first.
2. Front desk and sanitization staff will sanitize door handles frequently.
3. Front desk will sanitize frequently touched items in the locker room during their 30-minute rotation locker room checks.
4. Sanitation staff will sanitize railings frequently.
5. Top of slides guard will sanitize the bar for the slides after each use.

### **Lap Swim:**

- Patrons must reserve a lane prior to coming to the facility. Lanes can not be booked more than 24 hours in advance.
- Lanes can be reserved for one-hour appointments or half hour appointments.
- During lap swim white boards with the patron's name on the reservation will be placed at the end of the lane.
- We will mark the deck to show where they may enter (every other side of the pool).
- Lane lines will be in the pool to promote and allow for social distancing.
- If public equipment is used during their swim, patrons will be asked to put the equipment into a "used equipment bin" to be sanitized at the end of each evening.

### **Swim Lessons:**

Instructor contact lessons, including Red Cross private lessons and Red Cross group lessons, have been canceled for the 2020 summer season due to the inability of creating a healthy and safe environment for participants and instructors. All parent assisted lessons will continue as planned. Two sessions of family lessons have been added to the morning lesson schedule in replacement of the cancelled Red Cross Group lessons and will run on a similar curriculum schedule as the Red Cross lesson would have.

- Family Lessons take place on Thursday evenings at 6PM between June 11 – July 16
- Morning Family Lessons take place on June 8<sup>th</sup> – June 19<sup>th</sup> and July 6<sup>th</sup> – July 17<sup>th</sup> weekdays @ 9AM – 9:30AM. If a waitlist gets enough people for a second time slot a 10:30AM-11AM class will be added.

-Parent Tot Lessons will take place as scheduled and we will extend the ages 6 months – 5 years

*Parents who have already registered and paid for a cancelled summer session have been issued a full refund.*

## **Swim Club:**

- We will mark the deck to show where they may enter (every other side of the pool).
- Lane lines will be in the pool to promote and allow for social distancing.
- If public equipment is used during their swim, patrons will be asked to put the equipment into a "used equipment bin" to be sanitized at the end of each evening.
- Only one swimmer per lane.

## **Open Swim:**

- Please reference the above facility for changes to open swim
- Managers will make rounds and ask that patrons follow social distancing cues on the pool decks and keep space from those not in their household while using the pool.

## **Water Aerobics:**

- Lane lines will be in and the wall will be marked where they can stand to keep social distance.
- During their walking exercises they will need to go from wall to lane line or wall to one color distance on the lane line.
- If public equipment is used, they will be asked to put the used equipment into the "used" bin to be sanitized at the end of the evening.

***If at anytime we do not feel we can keep our staff or patrons safe and/or we do not feel we are properly supplied with cleaning materials, we have the right to close the facility for safety reasons and can/will reopen when we will we are supplied and it is safe.***

RESOLUTION NO. 060120A\_\_\_\_\_

**RESOLUTION ADOPTING A POLICY  
FOR THE INVESTMENT OF PUBLIC FUNDS**

**WHEREAS**, it is necessary to protect public funds and establish investment guidelines; and

**WHEREAS**, it is required that the City of Tipton's Investment Policy be reviewed every two years or more frequently as appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Tipton, Iowa that the attached Investment Policy is hereby adopted.

**BE IT FURTHER RESOLVED**, that the Mayor and the City Clerk or Finance Director are hereby authorized and directed to execute said policy.

Passed and approved this 1<sup>st</sup> day of June 2020.

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

ATTEST:

\_\_\_\_\_  
Melissa Armstrong, Finance Director

CERTIFICATION

I, Melissa Armstrong, Finance Director, do hereby certify the above is a true and correct copy of Resolution No. \_\_\_\_\_ which was passed by the Tipton City Council this 1<sup>st</sup> day of June 2020.

\_\_\_\_\_  
Melissa Armstrong, Finance Director



## CITY OF TIPTON

### INVESTMENT POLICY

#### SECTION 1 – SCOPE OF INVESTMENT POLICY

The Investment Policy of the City of Tipton shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the City of Tipton's financial statements. Each investment must be authorized by applicable law and is subject to conditions of this Investment Policy. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

The investment of bond funds or sinking funds shall comply not only with this investment policy, but also be consistent with any applicable bond resolution.

The Investment Policy is intended to comply with Iowa Code Chapter 12B.

Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

- The governing body or officer of the City of Tipton to which the Investment Policy applies.
- All depository institutions or fiduciaries for public funds of the City of Tipton.
- The auditor engaged to audit any funds of the City of Tipton.

#### SECTION 2 – DELEGATION OF AUTHORITY

In accordance with Section 12B.10(1), the responsibility for conducting investment transactions resides with the City Clerk or Finance Director of the City of Tipton. Only the City Clerk or Finance Director and those authorized by ordinance or resolution may invest public funds and a copy of any empowering resolution shall be attached to this Investment Policy.

The Finance Director shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent loss of public funds, to document those officers and employees of the City of Tipton responsible for elements of the investment process, and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related reports on internal control structure of all outside persons performing any of the following for the City of Tipton:

1. Investing public funds.
2. Advising on the investment of public funds.
3. Directing the deposit or investment of public funds.
4. Acting in a fiduciary capacity for the City of Tipton.

A bank, savings and loan association or credit union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

All contracts and agreements with outside persons providing any of the above listed services shall require written notification to the City of Tipton within thirty days of receipt of any communication from either their auditor or any regulatory authority which denotes any of the following: the existence of a material weakness in their internal control structure, regulatory orders or sanctions in regard to the services being provided to the City of Tipton by the outside person.

The records of investment transactions made by, or on behalf of, the City of Tipton are public records and are the property of the City of Tipton whether in the custody of the City of Tipton or in the custody of a fiduciary or other third party.

### **SECTION 3 – OBJECTIVES OF INVESTMENT POLICY**

The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Tipton shall be the following:

- **SAFETY:** Safety and preservation of principal in the overall portfolio is the foremost investment objective.
- **LIQUIDITY:** Maintaining the necessary liquidity to match expected liabilities is the second priority.
- **RETURN:** Obtaining a reasonable return is the third priority.

### **SECTION 4 – PRUDENCE**

When investing or depositing public funds, the City Clerk of Finance Director of the City of Tipton shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use to attain the Section 3 investment objectives. This standard requires that when making investment decisions, the City Council shall consider the role that the investment or deposit plays within the portfolio of assets of the City of Tipton and the investment objectives stated in Section 3.

### **SECTION 5 - DEPOSITORIES**

All deposits shall be in depositories located in the State of Iowa. Each bank must be on the most recent Approved Bank List as distributed by the Treasurer of the State of Iowa or as amended as necessary by notice inserted in the monthly mailing from the State Treasurers Office. Each financial institution shall be properly declared as a depository by the City Council of the City of Tipton. Deposits in any financial institution shall not exceed the \$10,000,000 limit approved by the City Council of the City of Tipton.

### **SECTION 6 – INSTRUMENTS ELIGIBLE FOR INVESTMENT**

Assets of the City of Tipton may be invested in the following:

- Interest-bearing savings accounts, interest-bearing money market accounts, and interest-bearing checking accounts at any bank, savings and loan association or credit union in the State of Iowa. Each bank must be on the most recent list of Approved Bank List as provided by the State Treasurer. Deposits will only be made with financial institutions that are properly declared as a depository by resolution of the Tipton City Council. Deposit amounts shall not exceed the statutory limit approved by the governing body of Tipton.
- Obligations of the United States government, its agencies and instrumentalities.
- Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Chapter 12B.

All instruments eligible for investment are further qualified by all other provisions of this Investment Policy including Section 8 – Investment Maturity Limitations and Section 9 – Diversification Requirements.

## **SECTION 7 – PROHIBITED INVESTMENTS AND INVESTMENT PRACTICES**

Public funds of the City of Tipton shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.

Assets of the City of Tipton shall not be invested pursuant to the following investment practices:

1. Trading of securities for speculation or the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the City of Tipton fails to product requested records when requested by this public body within a reasonable time, the City of Tipton shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

## **SECTION 8 – INVESTMENT MATURITY LIMITATIONS**

Operating funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds, which are reasonably expected to be expended during the current budget year or within fifteen months of receipt.

All investments authorized in Section 5 are further subject to the following investment maturity limitations:

1. Operating funds may only be invested in instruments authorized in Section 5 of this Investment Policy that mature within three hundred ninety-seven (397) days.
2. The City Clerk or Finance Director may invest funds of the City of Tipton that are not identified as Operating Funds in investments with maturities longer than three hundred ninety-seven (397) days. However, all investments of the City of Tipton shall have maturities that are consistent with the needs and use of City of Tipton.

## **SECTION 9 – DIVERSIFICATION**

Where possible, it is the policy of the City of Tipton to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from overconcentration of assets in a specific maturity, a specific issue, or a specific class of securities.

## **SECTION 10 – SAFEKEEPING AND CUSTODY**

All invested assets of the City of Tipton involving the use of public funds custodial agreement, as defined in Section 12B.10C, shall comply with all rules adopted pursuant to Section 12B.10C relating to those investments. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the State of Iowa.

## **SECTION 11 - ETHICS AND CONFLICT OF INTEREST**

The City Clerk or Finance Director and all officers and employees of the City of Tipton involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Any

conflict of interest or bias, whether in fact or by appearance, shall be disclosed in writing to the City of Tipton.

**SECTION 12 - REPORTING**

The City Clerk or Finance Director shall submit a monthly investment report that summarizes investment transactions that have occurred during the reporting period. The investment report shall set out the current portfolio in terms of maturity and other features.

**SECTION 13 - INVESTMENT POLICY REVIEW AND AMENDMENT**

This Investment Policy shall be reviewed every two years or more frequently as appropriate. Notice of amendments to the Investment Policy shall be promptly given to all parties noted in Section 1.

Passed and approved this 1st day of June 2020.

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

ATTEST:

\_\_\_\_\_  
Melissa Armstrong, Finance Director

### Investment Policy Written Controls

1. When an investment is up for renewal, a rate quote sheet is sent to all financial institutions listed on our Depository Resolution.
2. Once the results are received, they are emailed to the City Manager with recommendations from the Finance Director. The City Manager gives the final approval.
3. After approval of the investment renewal has been received from the City Manager, the Finance Director contacts all financial institutions letting them know who the investment will be made with and at what terms.
4. All investments require authorization signatures from the City and the Financial Institution.
5. Reconciliation of all investments is done monthly and provided to the City Council for review.

MINUTES TO SET DATE FOR HEARING  
ON PROPOSAL TO ENTER INTO A  
GENERAL OBLIGATION LOAN  
AGREEMENT

419554-45

Tipton, Iowa

June 1, 2020

The City Council of the City of Tipton, Iowa, met on June 1, 2020, at \_\_\_\_\_ o'clock  
\_\_m., at the \_\_\_\_\_, Tipton, Iowa.

**[If the City Council is meeting electronically, please complete the following  
two paragraphs. Otherwise, strike through]**

The City Council met electronically via \_\_\_\_\_, which was  
accessible at the following:

**[Insert electronic access information]**

The City Council is conducting this meeting electronically due to federal and state  
government recommendations in response to COVID-19 pandemic conditions. Electronic access  
information was included in the posted agenda of this public meeting.

The Mayor presided and the roll was called showing the following members of the City  
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 City  
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 hereinafter set out:

•••••

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

---

Mayor

Attest:

---

City Clerk

RESOLUTION NO. DL0120B

Resolution setting the date for public hearing on proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$2,000,000

WHEREAS, the City of Tipton (the "City"), in Cedar County, State of Iowa, pursuant to the provisions of Section 384.24A of the Code of Iowa, proposes to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,000,000 for the purpose of paying the costs, to that extent, of constructing street, sidewalk, sanitary sewer, storm water drainage and water system improvements and acquiring vehicles and equipment for the municipal fire and emergency response departments (collectively, the "Projects"), 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 Loan 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. The City Council shall meet on July 6, 2020 at the \_\_\_\_\_, Tipton, Iowa, 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 Loan Agreement described in the preamble hereof.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Loan Agreement setting forth the amount and purpose thereof, the time when and place where the 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 IN-PERSON MEETING]**

**NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$2,000,000**

**(GENERAL OBLIGATION)**

The City Council of the City of Tipton, Iowa (the "City") will meet on July 6, 2020, at the \_\_\_\_\_, Tipton, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_ .m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,000,000, for the purpose of paying the costs, to that extent, of constructing street, sidewalk, sanitary sewer, storm water drainage and water system improvements and acquiring vehicles and equipment for the municipal fire and emergency response departments.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan 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

**[NOTICE OF ELECTRONIC MEETING]**

**NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$2,000,000**

**(GENERAL OBLIGATION)**

The City Council of the City of Tipton, Iowa (the "City") will meet on July 6, 2020, at the \_\_\_\_\_, Tipton, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_ .m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$2,000,000, for the purpose of paying the costs, to that extent, of constructing street, sidewalk, sanitary sewer, storm water drainage and water system improvements and acquiring vehicles and equipment for the municipal fire and emergency response departments.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, the meeting will be held electronically via \_\_\_\_\_, which will be accessible at the following:

**[Insert electronic access information]**

In addition to electronic access, written comments may be filed or made prior to the meeting and will be recorded in the minutes.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan 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 Projects which are reasonably estimated to cost approximately \$2,000,000, (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 Projects 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 its adoption and approval, as provided by law.

Passed and approved June 1, 2020.

---

Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE**

STATE OF IOWA  
COUNTY OF CEDAR      SS:  
CITY OF TIPTON

I, the undersigned, City Clerk of the City of Tipton, 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 a hearing on the City Council's proposal to take action in connection with a loan agreement, as referred to therein.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2020.

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

**ORGANIZATION CERTIFICATE**

STATE OF IOWA  
COUNTY OF CEDAR      SS:  
CITY OF TIPTON

I, the undersigned City Clerk, do hereby certify that the 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
- \_\_\_\_\_, Finance Director
- \_\_\_\_\_, City Clerk
- \_\_\_\_\_, Council Member/Mayor Pro Tem
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2020.

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

**PUBLICATION CERTIFICATE**

**(PLEASE NOTE: 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       SS:  
CITY OF TIPTON

I, the undersigned, City Clerk of the City of Tipton, do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into a loan 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 \_\_\_\_\_, 2020.

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

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

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

419554-44 (N/I)

Tipton, Iowa

June 1, 2020

The City Council of the City of Tipton, Iowa, met on June 1, 2020, at \_\_\_\_\_ o'clock \_\_\_\_ .m.,  
at the \_\_\_\_\_, in the City.

**[If the City Council is meeting electronically, please complete the following two paragraphs. Otherwise, strike through]**

The City Council met electronically via \_\_\_\_\_, which was  
accessible at the following:

**[Insert electronic access information]**

The City Council conducted this meeting electronically due to federal and state government  
recommendations in response to COVID-19 pandemic conditions. Electronic access information  
was included in the posted agenda of this public meeting.

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. 0601200

Resolution to fix a date for a public hearing on a proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$8,750,000

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 \$8,750,000, 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 June 15, 2020, 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 \$8,750,000

(SEWER REVENUE)

The City Council of the City of Tipton, Iowa, will meet on June 15, 2020, at \_\_\_\_\_ o'clock \_\_\_\_\_.m., at the \_\_\_\_\_, in the City, 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 \$8,750,000, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Municipal Sanitary Sewer System.

Due to federal and state government recommendations in response to COVID-19 pandemic conditions, the meeting will be held electronically via \_\_\_\_\_, which will be accessible at the following:

**[Insert electronic access information]**

In addition to electronic access, written comments may be filed or made prior to the meeting and will be recorded in the minutes.

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 \$8,750,000, (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 June 1, 2020.

\_\_\_\_\_  
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 \_\_\_\_\_, 2020.

\_\_\_\_\_  
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 Director
- \_\_\_\_\_, Council Member/Mayor Pro Tem
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, 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 \_\_\_\_\_, 2020.

\_\_\_\_\_  
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
6-30-2003	Sewer Revenue	\$ _____	06-01-2024

**(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 \_\_\_\_\_, 2020.

\_\_\_\_\_  
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 \_\_\_\_\_, 2020.

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

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

RESOLUTION 06012020

RESOLUTION SETTING A PUBLIC HEARING FOR THE 2020 COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) APPLICATION

WHEREAS, the City of Tipton desires to submit a CDBG application to provide replacement and/or rehabilitation of components of the City's water systems within a target area of the City; and

WHEREAS, the CDBG regulations require applicants for CDBG funding to hold a public hearing to solicit public comments on the proposed application.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TIPTON, IOWA that a public hearing on the proposed Community Development Block Grant application be held on Monday, June 15, at 5:30 PM before the Tipton City Council at the Tipton Fire Station, 301 Lynn Street, Tipton, Iowa; and

BE IT FURTHER RESOLVED that notice of this hearing shall be published in accordance with the law.

PASSED AND APPROVED this 1st day of June 2020.

\_\_\_\_\_  
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 Resolution \_\_\_\_\_ which was passed by the Tipton City Council this 1st day of June 2020.

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

AGENDA ITEM:

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	5/21/2020
<b>AGENDA ITEM:</b>	<b>EMS Personal Protective Equipment - Ambulance</b>
<b>ACTION:</b>	<b>Council consideration, Motion to approve PPE Purchase. Roll call vote to approve, amend, table or deny.</b>

**SYNOPSIS:**

COVID-19 has created several challenges for healthcare organizations across the county. One of the challenges that we have been working at mitigating is obtaining the necessary PPE such as N-95's . We have faced multiple issues with this: 1.) N-95's are so difficult to come by that we cannot do a proper fit test to guarantee optimal fit (protection from atomization of particulates) 2.) Because obtaining the necessary masks in large quantities is so difficult, we are having to reuse our N-95 masks. 3.) We have had to change protocols to remove several non-invasive/ invasive therapies due to lack of provider safety. At this point, we have been doing an acceptable job at maintaining adequate levels of protective equipment, I would suggest that we consider adding controlled air purifying respirators (CAPR) to our "tool box" to optimize provider safety and patient care.

As a note, there is only one company that produces and sells this specific piece of equipment in the United States. All of the surrounding major hospitals utilize Max-Air CAPR's for respiratory care providers. The only product that comes remotely close to being comparable to a CAPR are 3M PAPR (powered air-purifying respirators) however they require that the end user wear both a mask and an external pack with a connecting air hose to power the unit. The result is a bulkier unit that is uncomfortable to wear in the prehospital environment. PAPRs retail between \$1,000-1,800 depending on the features. The quote per CAPR is \$1,200 per unit.

Attached is a quote from Max-Air for 5 CAPR units , additional filters (each lasting 3 years) and additional disposable face shields. The total for this quote is \$7,798.04

**BUDGET ITEM:** 001-5-160-2-65070

**RESPONSIBLE DEPARTMENT:** Ambulance

**MAYOR/COUNCIL ACTION:** Consideration, motion and roll call vote to approve, table or deny.

**ATTACHMENTS:** Max Air Quote

**PREPARED BY:** Brad Ratliff

**DATE PREPARED:** 5/21/2020





**Bio-Medical Devices Intl**

17171 Daimler Street □ Irvine, California 92614 □ 800.443.3842 □ FAX 949.752.9658

Terms and Conditions  
 F.O.B. Irvine, CA - Freight and Applicable Tax Not Included  
 NET 30 Days

Date: 5/6/2020

Quote #  
 TIPTON EK166

Ship to: Tipton Ambulance Service  
 Attn: Brad Ratliff  
 Title: Administrator  
 Address: 407 Lynn St.  
 Tipton, IA 52772

Bill to:

Phone: 563.886.6502  
 E-mail: [tiptonambulance@tiptoniowa.org](mailto:tiptonambulance@tiptoniowa.org)

BMDI REP Name *Earl Kennedy*

Notes:

MAXAIR PRICING: Effective 1/2/2020				
DESCRIPTION	ORDER NUMBER	Quantity to Quote	Price	Extended Price
CAPR SYSTEM, MEDIUM BATTERY	CA-DLC-CAPR-36	5	\$1,208.81	\$6,044.05
CAPR SYSTEM, LARGE BATTERY	CA-DLC-CAPR-37			\$0.00
<b>HELMETS</b>				
CAPR w/Small Pad Liner	2081-03			\$0.00
CAPR w/Large Pad Liner	2083-03			\$0.00
Helmet Kit (pre-assembled 2081-03, 2164-10, 2081-04)	2081-04			\$0.00
eCAPR w/Large Pad Liner	2079-03			\$0.00
<b>LINERS</b>				
Helmet Liner, Small Pads, f/2081-03 (box of 3)	2071-08			\$0.00
Helmet Liner, Large Pads, f/2083-03 (box of 3)	2071-07			\$0.00
<b>COVERS</b>				
Cage (box of 3)	2051-07			\$0.00
Filter Cover Cap, No Adapters (box of 3)	2061-08	2	\$228.66	\$457.32
<b>LENSES</b>				
MAXAIR CAPR HH IMPACT LNS FINA (box of 3)	2400-090L			\$0.00
<b>HELMET ACCESSORIES</b>				
Power Cord, Turnlock	2590-05			\$0.00
Chin Strap, Hard Hat (5 per box)	2000-208			\$0.00
Back Headband Comfort Strip, box of 5	2000-209			\$0.00
<b>BATTERIES and ACCESSORIES</b>				
LITHIUM ION BATTERY, MEDIUM	2500-36TSC			\$0.00
LITHIUM ION BATTERY, LARGE	2500-37TSC			\$0.00
Li-Ion Battery Belt	2000-76			\$0.00
<b>CHARGERS</b>				
Li-Ion Battery Charger, single	2600-02			\$0.00
Li-Ion Battery Charger, 6-gang	2602-06			\$0.00
Li-Ion Battery Charger Kit, 6-gang (no chargers)	2602-06B			\$0.00
<b>STORAGE and DEPLOYMENT</b>				
Cart, Includes 6 battery charging stations	2782-06			\$0.00
DESCRIPTION	ORDER NUMBER	Quantity to Quote	Price	Extended Price
Comfort Strips (box of 36)	2000-201	1	\$39.81	\$39.81
Liner Top Pads Kit, f/2071-03 (box of 5 sets)	2000-206			\$0.00
Liner Large Pad Kit, f/2071-03 (box of 3 sets)	2099-03			\$0.00
Liner Side Tab Replacement Kit, 3 sets of 2	2099-05			\$0.00
<b>FILTERS</b>				
XP PLEATED FILTER CARTRIDGE (box of 3)	2167-10	2	\$291.89	\$583.78
XP N-0V FILTER CARTRIDGE (box of 3)	2166-10			\$0.00
<b>GUFFS</b>				
DLC Lens-Cuff, MED/LG (box of 40)	2365-02 ML	3	\$224.36	\$673.08
DLC Lens-Cuff, SM/MED (box of 40)	2365-02 SM			\$0.00
<b>SHROUDS</b>				
DLC Shroud (Box of 20)	2260-05ML			\$0.00
DLC Shroud (Box of 20)	2260-05SM			\$0.00
DLC Double Shroud (Box of 20)	2261-01ML			\$0.00
DLC Double Shroud (Box of 20)	2261-01SM			\$0.00
Disp. Shroud - SM/MED (box of 20)	2260-01			\$0.00
Disp. Shroud - MED/LG (box of 20)	2260-02			\$0.00
<b>HOODS</b>				
Hood, Single Shroud, MED/LG (20/box)	2271PB-07ML			\$0.00
Hood, Single Shroud, SM/MED (20/box)	2271PB-07SM			\$0.00
Hood, Double Shroud, MED/LG (20/box)	2272PB-07ML			\$0.00
Hood, Double Shroud, SM/MED (20/box)	2272PB-07SM			\$0.00
HE Hood, Single Shroud, MED/LG (20/box)	2270-04ML			\$0.00
HE Hood, Single Shroud, SM/MED (20/box)	2270-04SM			\$0.00

TOTAL \$7,798.04

## CAPR®



### The Integrated Helmet 2081-03

- Hoseless PAPR
- More Comfortable
- Quieter
- Safer
- More Cost Effective

- ✓ NO Hose (breathing tube) to catch, tangle
- ✓ NO bulky blower unit to get in the way
- ✓ NO heat and CO<sub>2</sub> build-up
- ✓ NO need for goggles
- ✓ NO glasses, goggles, lens fogging
- ✓ NO issue with facial hair



#### No Fit Testing Required

- Loose fitting PAPR - no fit test required
- Simplified facial seal - compatible with facial hair, glasses, physical changes, etc.
- Safe, effective and functional without compromising comfort and convenience

## Cuff



DLC-Cuff  
2365-02ML, 2365-02SM  
APF 25 (2.5x greater than N95)  
Full Face Protection  
SnapOn, SnapOff - Easy and Fast  
ROI > than Mask Respirators

## Shroud Single and Double



DLC-Shroud  
2260-05ML, 2260-05SM  
APF 25 and 1000  
Full Head Protection  
Easy and Fast Decon Between Uses  
ROI > Hood Configurations



DLC-Double Shroud  
2261-01ML, 2261-01SM  
APF 25 and 1000  
Full Head Protection  
Easy and Fast Decon Between Uses  
Inner Shroud Sealing

## Filter Cartridges

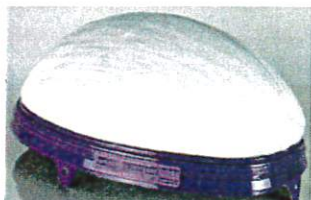
provide performance to match your application needs

Long Lasting - Large Surface Area  
Easy Assembly - Snap-On/Snap-Off  
Secure - Hard-Cover Protected  
Safe - Visual ID through Cover

2164-10 Particulate Filter Cartridge  
HE Filtration



2167-10 Particulate Filter Cartridge  
XP (High APF) Filtration



2166-10 N-OV Filter Cartridge  
XP (High APF) Filtration  
Provides nuisance organic vapor relief



## Filter Cartridge Protection



Filter Cover Cap  
2061-08  
Translucent Protective  
Cover  
for Filter Cartridges

## Hood Single and Double

## Hard Hat Cuff and Shroud



Without  
optional  
HFR FCC\*



DLC-Hood  
2271PB-07ML, 2271PB-07SM  
APF 1000, ASTM 1671  
Full Head Protection  
Virtually NO Decon  
Optimum Safety

Hood with Double Shroud  
2272PB-07ML, 2272PB-07SM  
APF 1000, ASTM 1671  
Full Head Protection  
Virtually NO Decon  
Inner Shroud Sealing



DLC-Cuff  
2366-02ML, 2366-02SM  
APF 25

DLC-Shroud  
2264-01ML, 2264-01SM  
APF 25 and 1000

Type I Hard Hat with Cuff or Shroud  
Impact Lens, Chin Strap  
Full Respiratory Protection  
Full Head/Face Impact Protection

## Filter Fluid Protection



High Fluid Resistance  
Filter Cover Cap  
2061-05

## Batteries and Charger



Li-Ion Battery  
8-10 Hr/Chg  
2500-36TSC



Li-Ion Battery  
12-15 Hr/Chg  
2500-37TSC



Battery Charger  
2600-01

\* Hoods may be donned only with a HLF (Heavy Loading Filter or, optionally, with a HFR FCC (High Fluid Resistance Filter Cover Cap) added.

## The CAPR Series Provides the Industry's Only Custom Designed Multi-System Cart

### CAPR 2780-06 Storage Cart

The Efficient, Comprehensive, and Safe means to bring optimum respiratory protection to your staff - when and where they need it ... fast.

Storage - Mobility - Security

Everything you need  
 Wherever your need it  
 Whenever you need it



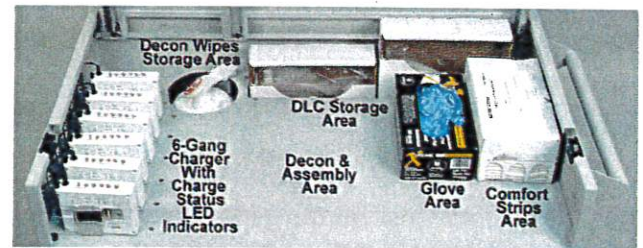
- Up to Six MAXAIR Systems
- Includes 6-Gang Charger - All Batteries Always Ready
- Space for Comfort Strips
- Space for In-Use and Spare DLCs
- Space for Gloves
- Decon Wipe Canister Holder
- Includes Don/Dooff Assembly Poster
- Includes Single Lock for Doors and Lid



Front wheels are 360° for parking, lock forward for traveling

Rear wheels are 360° swivel and locking

- A: Secure-Lock for top lid and front doors
- B: Easy open top lid
- C: Quick reference don/doff guide
- D: Convenient top work space
- E: Fast access/store six MAXAIR Systems
- F: Front doors open 270° to fit Cart in small spaces
- G: Easy-Roll wheels
- H: Comfort-height handle
- I: Side storage compartments



Decon Wipes Storage Area

6-Gang Charger With Charge Status LED Indicators

DLC Storage Area

Decon & Assembly Area

Glove Area

Comfort Strips Area



Storage area - one on each side of Cart

Specifications	
Height	
Top, lid closed	43.3 in.
Top, work shelf	37.5 in.
Depth	21.5 in.
Width	35.5 in.
Weight (typically loaded)	155-165 lbs.

NOTE: Cart does not ship fully loaded as shown. Cart only includes items stated on this page.

AGENDA ITEM:

**AGENDA INFORMATION  
TIPTON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	5/21/2020
<b>AGENDA ITEM:</b>	<b>EMS Generator - Ambulance</b>
<b>ACTION:</b>	<b>Council consideration, Motion to approve Generator Purchase. Roll call vote to approve, amend, table or deny.</b>

**SYNOPSIS:**

The Ambulance building would benefit from installing a standby generator to aid in emergency power backup. We have experienced multiple issues over the years with being able to access the ambulance building and open the garage doors due to power outages.

As we approach the end of the fiscal year, we do have the funds available in the building fund to purchase this unit. The Electrical, Gas and Public Works departments have offered to aid in the installation of the unit. This would enable us to do this entire project in house.

We have received multiple bids for various units, the electrical department has recommended utilizing a Briggs and Stratton unit. The lowest bid, and the vendor of Briggs and Stratton is Brandnew Engines from Tipton. Additionally, I spoke with Kunde Outdoor Equipment. They were not interested in selling the generator; however, they are the certified Briggs and Stratton maintenance vendor the region. Should something arise, they volunteered to be able to service the unit.

The total cost for the generator with a cold weather upgrade kit is: \$5,148.00. Thanks to the previous sale of two ultrasound units (that we purchased for a very low cost and sold with a high profit) we have the funds available

**BUDGET ITEM:** Trust

**RESPONSIBLE DEPARTMENT:** Ambulance

**MAYOR/COUNCIL ACTION:** Consideration, motion and roll call vote to approve, table or deny.

**ATTACHMENTS:** Generator Quotes

**PREPARED BY:** Brad Ratliff

**DATE PREPARED:** 5/21/2020

YOUR SOURCE FOR NEW ENGINES AND POWER EQUIPMENT

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888-862-2386  
Mon - Fri 8 to 5 CST

BRAND NEW ENGINES  
COVID-19 RESPONSE

**SITE SEARCH**

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Click [HERE](#) to contact us!

**REPOWER**

I need help replacing  
my engine!

**CATEGORIES**

- ENGINES
- GENERATORS
  - Generator Accessories
  - Portable Generators
  - Standby Generators
    - Briggs and Stratton
    - Champion
    - Generac
  - Transfer Switches
  - PTO Generators
  - Generator Heads
  - Generator Accesories
  - In Stock Generators
- PRESSURE WASHERS
- SNOWBLOWERS
- LAWN MOWERS
- AIR COMPRESSORS
- POWER TOOLS
- WATER PUMPS
- RECONDITIONED
- PARTS
- CLOSEOUTS

**MANUFACTURERS**

**FEATURED ITEMS**

MTD 208cc Horizontal Shaft  
Engine 25mm step x 3.45"  
keyed shaft #170-NU

Home > GENERATORS > Standby Generators > Briggs and Stratton > Briggs & Stratton 40621 20kW Standby Generator w/ 200amp Symphony II Switch

**Briggs & Stratton 40621 20kW Standby Generator w/ 200amp Symphony II Switch**

[<< Previous in Briggs and Stratton](#)

[Next in Briggs and Stratton >>](#)



SRP: ~~\$5,999.00~~  
BNE PRICE: **\$4,899.00**  
YOU SAVE: **\$1,100.00 (18 %)**

IN STOCK: 4  
[what does this mean?](#)

Manufacturer: Briggs & Stratton  
Part Number: 40621

**PRODUCT OPTIONS**

\* denotes required field

Add Rush Processing + \$99? \*

No  Yes (+ \$99.00)

Quantity:  [Add To Cart](#)



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**NEED HELP UNLOADING?**



[Choose Lift Gate](#)

**Briggs & Stratton 40621 20kW Standby Generator w/ 200amp Symphony II Switch**

Features:

- New Updated Control System with a low speed run to save fuel and reduce noise as well as a programmable exercise modes and cycle times for tighter control
- Smart automatic voltage regulator optimizes generator performance wither tighter voltage control giving you less than 5% THD for sensitive electronics and an increased motor starting capability
- Symphony@ II Power Management manages the distribution of power to your selected appliances automatically. Load management ensures the generator won't overload and shutdown so your

**SHOPPING CART**

Qty	Item	Total
1	Briggs & Stratton Cold Weather Kit #6231	\$249.00
1	Briggs & Stratton 40621 20kW Standby Generator w/ 200amp Symphony II Switch	\$4,899.00
<b>Subtotal</b>		<b>\$5,148.00</b>

[View or Edit Cart](#)

Estimate Shipping & Tax  
Zip/Postal Code:

[Estimate](#)

[Checkout Now](#)

--- YOU MAY ALSO ---



**MY ACCOUNT**

Email Address:

Password:

Remember Me



Create an account  
Forgot Password?

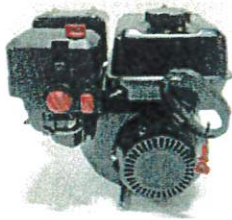
**MORE INFO**

- ENGINE REPOWER INFORMATION
- LOCATE YOUR ENGINE CODES
- FIGURE SHIPPING RATES
- PRESSURE WASHER VIDEOS
- CREATE ACCOUNT
- WHAT'S TORQUE POWER?
- GENERATOR WATT GUIDE
- SERVICE CENTER
- GET ADOBE READER



WHAT IS TORQUE POWER?

### Briggs & Stratton 40621 20kW Standby Generator w/ 200amp Symphony II Switch



\$99.95

- family can continue with its daily routine. Available with the 200amp Symphony II Transfer Switch.
- Commercial Vanguard® Engine Our in house state of the art equipment to enhance part control which makes the Vanguard Engine one of the best in the industry. The premium Vanguard® V-Twin horizontal engine has been designed and engineered to deliver the most durable performance in the industry
  - 5 Year Limited Best in Class Warranty that covers parts, labor, and travel for the full-length of the warranty. Unlike other standby generator manufacturers, our warranty covers parts, labor AND travel for the full length of the warranty with no hidden fees!
  - Low Idle Mode Scheduled weekly test mode that runs at a low RPM for fewer disturbances and less fuel consumption.
  - New charging system has an independent 3-stage battery charger which optimizes battery life (bulk, absorption, and float stage)



**MORE INFO ON BRIGGS ENGINE LABELING**



### RELATED ITEMS



#### Briggs & Stratton Cold Weather Kit #6231

**BNE PRICE: \$249.00**

Quantity:

[Add To Cart](#) [INFO](#)

Fits New 16kw & 20kw Units

**FREE SHIPPING**



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WE GLADLY ACCEPT



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Electrical Engineering & Equipment  
1808 Delaware Avenue  
Des Moines, IA 50317  
P: 515-266-8890  
F: 515-266-1181

Job Name: Tipton Ambulance-20kw & 225A ATS

Offer: 20123-10

Quote Number: 0026642367

Version 1.0

05/15/2020

Page 1

To: City of Tipton  
Ambulance Building  
Brad Ratliff  
  
20kw air cooled option

From: Heath Pelzer  
Inside Sales  
Electrical Engineering and Equipment Co  
1808 Delaware Ave  
Des Moines, IA 50317  
P: 515-266-8890 F:  
heath.pelzer@3e-co.com

---

## Generator

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### 20RCA Basic BOM

- UL 2200 Listed
- Aluminum enclosure, Aluminum base, Tool-less enclosure removal for service & maintenance
- 18 inch setback from structure, 181 mph wind rating
- RDC2 Digital Controller, Programmable
  - Digital voltage regulation:  $\pm 1.0\%$  RMS no-load to full-load
- Kohler Command PRO OHV engine CH1000, 61 Cubic Inch with hydraulic valve lifters, 4-Cycle
- Meets emission regulations for U.S. Environmental Protection Agency (EPA) with both natural gas and LPG.
- Critical silencer
- Field-connection terminal block
- Fuel solenoid valve
- Multi-fuel system, LP vapor/natural gas, field-convertible
- Oil drain extension with shutoff valve
- Rodent-resistant construction
- Sound enclosure, quiet 69 dB(A) operation, Corrosion resistant aluminum
- Premium 5-year/2,000 hour limited warranty
- Battery, Regulator Heater, Alternator Brush Cover, Breather Tube, & Oil Heater
- Kohler OnCue Plus Remote Monitoring/Ethernet Connection
- Flex Gas Line
- **Dimensions & Weight: 47 Inch Long x 26.2 Inches Wide x 32.2 Inch High, Shipping Weight 555 Pound**

### Qty 1: Kohler Generator Set Model 20RCA

Standby Rated 18kW/18kVA NG Gas, 20kW/20kVA LP Gas

120/240 Volt Single Phase, NG Gas 75 Amp / LP Gas 83 Amp, **Output LCB 100 Amp**



Electrical Engineering & Equipment  
1808 Delaware Avenue  
Des Moines, IA 50317  
P: 515-266-8890  
F: 515-266-1181

Job Name: Tipton Ambulance-20kw & 225A ATS

Offer: 20123-10

Quote Number: 0026642367

Version 1.0

05/15/2020

Page 2

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## Automatic Transfer Switch

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### **Kohler Model: KSS-AFNC-0225S**

2 Pole, 3 Wire, Solid Neutral, 225 amp, Kohler Specific Breaker rated Standard automatic transfer switch, Model KSS-AFNC-0225S ,  
rated 240V, 60 Hz complete with all standard equipment and housed in a NEMA Type 3R enclosure.

### **Standard Features**

- UL 1008 Listed
- Electronically operated, mechanically held mechanism
- High withstand and close-on ratings for use with specific breakers
- Front-accessible contacts for easy inspection
- Enclosed arc chambers with arc chutes
- Main shaft auxiliary position-indicating contacts
- Kohler Decision-Maker® MPAC 1200 digital controller
- LCD display, 4 lines x 20 characters, backlit
- LED indicators: source available, transfer switch position, service required, not in auto
- Phase-to-phase sensing and monitoring with 0.5% accuracy on both sources
- Frequency sensing with 0.5% accuracy on both sources
- Anti-single phasing protection
- Programmable over and under voltage on both sources
- Programmable over and under frequency on emergency source
- Adjustable time delays
- Time-based load control of nine individual loads (with appropriate I/O modules)
- Programmable transfer commit/no commit
- 21 programmable exercise events
- Fail-safe transfer for loaded test and exercise functions
- Two programmable inputs / two programmable outputs on main logic board
- RS-485 and Modbus RTU communications

**Qty**            **Description**

**KOHLER.**

Page 2



Electrical Engineering & Equipment  
1808 Delaware Avenue  
Des Moines, IA 50317  
P: 515-266-8890  
F: 515-266-1181

Job Name: Tipton Ambulance-20kw & 225A ATS

Offer: 20123-10

Quote Number: 0026642367

Version 1.0

05/15/2020

Page 3

ATS 1200 Transfer Switch System

1

KSS-AFNC-0225S

**Includes the following:**

Literature Languages

English

Mechanism

Specific Breaker

Transition

Standard

Logic

1200

Voltage

240V / 60 Hz

Poles & Wires

2 Pole/3 Wire, Solid Neutral

Enclosure

Nema 3R

Amps

225 Amps

Connection

Standard

ATS Utility Switching Device

NONE

ATS Generator Switching Device

NONE

IBC Seismic Certification

None

CSA Certification

None

Miscellaneous Acc., Installed

Input/Output Module, Qty 1

Miscellaneous Acc., Installed

Lockable User Interface Cover

Miscellaneous Acc., Installed

Heater, MPAC

Warranty

1-YR STANDARD

1

Lit Kit, ATS Production, KSS/KSP

## Pricing Section

---

**Net Price: \$8,428.75**

**Model: 20RCA & KSS-AFNC-0225S**

### Notes & Clarification:

- Taxes not included In Net Price
- Quotation Valid for 30 Days

### Included in Net Price

- Submittal or Shop Drawings Provided
- Shipping to Job Site
- Startup By Factory Certified Service Tech, (Provided during Normal Business Hours 7:30AM -4:30PM)
- Training at Job Site: Provided at same time as startup,

### Not Included in Net Price (unless otherwise stated)

- Unload at Job Site
- Fuel
- Infrared Scanning
- Installation, Installation Materials
- Any Taxes
- Utility and/or Coordination Studies
- Local, State Permits, Licenses & Fees

### Estimated Delivery Information (After Written Notice to Proceed)

- Lead time:
  - Generator Approx.: In Stock
  - ATS Approx.: 8 weeks ARO

### Startup Information

To ensure requested dates, please contact 3E 14 days prior for scheduling.

Service will require a completed checklist returned prior to scheduling certified startup.

To schedule the warranty startup, please contact:

Heath Pelzer – Sales

M: (515) 639-7137      O: (515) 273-0100      [heath.pelzer@3e-co.com](mailto:heath.pelzer@3e-co.com)

Josh Link – Project Management

M: (515) 423-2184      O: (515) 266-8890      [josh.link@3e-co.com](mailto:josh.link@3e-co.com)

All Kohler Power Systems Equipment require a factory certified startup to initiate Warranty.

---

## Terms Section: Page 1

---

*This Quotation is based on our interpretation of specifications and drawings. Kohler and 3E limit the scope of supply for this quotation to the equipment and services listed.*

*Confidentiality Notice: This quote, including any attachments, are for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.*

Proposed By Heath Pelzer

By its Acceptance below, the purchaser, acting by and through its undersigned representative, hereby authorizes Electrical Engineering and Equipment (3E) to use this form as a bona fide purchase order of the equipment shown per this quotation, which Offer establishes the price and specifications of the material ordered. The purchaser's undersigned representative signs this acceptance form according to the terms and conditions and warrants that such person has the proper authority to execute this form on behalf of the purchaser indicated.

**Notice for Equipment Power Connections**

**The purchaser's undersigned representative further acknowledges and understands on behalf of the purchaser (1) that Electrical Engineering and Equipment requires that all engine generator systems and transfer switches have startup performed by a Kohler certified technician, and (2) that damage to the engine generator, transfer switch, or end user equipment prior to startup by a Kohler certified technician will void the Kohler warranty and will not under any circumstances be the responsibility of Electrical Engineering and Equipment (3E) or Kohler Power Systems. (See check box on acceptance page)**

**Please complete "Acceptance Page and return Account Representative**

---

**3E (Electrical Engineering & Equipment) Corporate Office**  
953 73rd St.  
Windsor Heights, IA 50312  
800.955.3633 Tel: 515.273.0100  
Fax: 515-266-1181

## Terms Section: Page 2

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### Return Goods Policy

#### Stock Material

3E will accept for full credit any normal stock item(s), in normal stock quantities, subject to the following conditions:

- A. The material must be in the original carton and in resalable condition.
- B. The material has been purchased within the past 120 days.
- C. The customer furnishes 3E with the invoices/sales order number on which the material was purchased.
- D. Any applicable cash discounts will be deducted from credits.

A 10% restocking charge will apply when a normally stocked item is returned to 3E without the customer supplying the invoice/sales order number of the original purchase.

A 25% restocking charge will apply when material is returned after 120 days.

Material will not be accepted for return if any of the following conditions apply:

- A. Packaging is soiled or damaged.
- B. Material is not in original container or package.
- C. Material was purchased more than one (1) year prior.
- D. Material is obsolete.
- E. Quantities are greater than those normally stocked by 3E.
- F. Material has been altered. (Example: cut wire)

**Non-Stock & Special Order Items** - 3E will accept for return to the manufacturer any special order or non-stock merchandise subject to the following conditions:

- A. Customer must provide the invoice/sales order number of the original purchase.
  - B. Manufacturer has issued a Return Good Authorization (RGA).
  - C. Material must be in the original container or package.
  - D. Material must be in resalable condition.
  - E. Customer agrees to accept all restocking, freight, and handling charges.
  - F. Any applicable cash discounts will be deducted from credits.
- 

**3E or Manufacturer Error** - 3E will accept for immediate and full credit any item(s) shipped incorrectly by 3E or any of our vendors if returned within 30 days.

---

**Defective Material** - 3E will accept for credit or exchange any defective material subject to the terms and conditions of the manufacturer's stated warranty. All material is subject to inspection and if found to be in working condition will be returned to the customer.

---

**Damaged Material** - 3E will accept for full credit any material damaged during delivery on a 3E truck. Damaged material will be picked up and credited or replaced as soon as possible. 3E must be notified within 5 working days of any such damaged goods.

---

**Limitation of Liability** - 3E will not accept responsibility for any expenses such as; labor, transportation, removal, installation, or other expenses which may be incurred in connection with damaged or defective equipment without prior written approval.

All prices F.O.B. point of shipment and subject without notice. Our responsibility ceases upon delivery in good order to the transportation company.

**Payment Terms - net 25th prox.**

**Any sales/use tax due on material is the responsibility of the purchaser.**

**1% service charge on delinquent accounts.**

Electrical Engineering & Equipment Company offers no warranties expressed or implied as to quality, durability, workmanship, performance, operation or fitness of any material or apparatus sold. Electrical Engineering & Equipment Company disclaims all liability including consequential or special damages. Warranties only as provided by the manufacturer in writing apply to all articles, material and apparatus sold by Electrical Engineering & Equipment Company. Such warranties as provided by the manufacturer will be provided to any customer upon request.

**Acceptance Section:** \*\* Indicates Necessary Information Required before Submittals or Orders will be Processed

TO Heath Pelzer - P: 515.273.0100 / F: 515.273.0101 / M: 515.639.7137/ Email / [heath.pelzer@3e-co.com](mailto:heath.pelzer@3e-co.com)

(Please Print)

Company Accepting this Quotation: \*\* \_\_\_\_\_

Billing Address: \*\* \_\_\_\_\_

City:\*\* \_\_\_\_\_ State \*\* \_\_\_\_\_ Zip \*\* \_\_\_\_\_

Print Name: \*\* \_\_\_\_\_ Signature\*\* \_\_\_\_\_ Date \*\* \_\_\_\_\_

Purchase Order Number \*\* \_\_\_\_\_ Project Name: \_\_\_\_\_

Amount of Order including options accepted, if any, before tax \*\* \_\_\_\_\_

Please indicate by checking appropriated box. Is this Project Taxed? \*\* YES  NO   
*(If no taxed, a tax Certificate is required with this form)*

Please indicate by checking appropriated box. Is Retainage Required? \*\* YES  NO

Notice for Equipment Power Connections (Page 1 of Terms) \*\* YES

Terms: Read and Understand 3E Terms (Page 2 of Terms) \*\* YES

Ship To Address: \*\* \_\_\_\_\_ (Must have Physical Address, NOT PO BOX)

City: \*\* \_\_\_\_\_ State: \_\_\_\_\_ Zip:----- \_\_\_\_\_

End Users Name: \*\* \_\_\_\_\_ County \*\*--- \_\_\_\_\_

Job Site Address: \*\* \_\_\_\_\_ City: \*\* \_\_\_\_\_ State:\*\* \_\_\_\_\_ Zip \*\* \_\_\_\_\_

Electrical Job Site Foreman or Contact: \_\_\_\_\_ Phone \_\_\_\_\_

**Complete this Section if there is General Contractor:\*\* (Circle) --YES--NO--, If yes Provide Name, Is there a Bond (Circle) – Yes – NO ; if yes provide Bond Number: \_\_\_\_\_**

General Contractor: Name\*\* \_\_\_\_\_ Phone \*\* \_\_\_\_\_

Address \*\* \_\_\_\_\_ City \*\* \_\_\_\_\_ State\*\* \_\_\_\_\_ Zip \*\* \_\_\_\_\_

This acceptance page maybe used as Purchase Order and is required before submittals or orders are processed.



Electrical Engineering & Equipment  
1808 Delaware Avenue  
Des Moines, IA 50317  
P: 515-266-8890  
F: 515-266-1181

Job Name: Tipton Ambulance-24kw & 225A ATS

Offer: 20123-20

Quote Number: 0026642367

Version 2.0

Page 1

To: City of Tipton  
Ambulance Building  
Brad Ratliff

From: Heath Pelzer  
Inside Sales  
Electrical Engineering and Equipment Co  
1808 Delaware Ave  
Des Moines, IA 50317  
P: 515-266-8890 F:  
heath.pelzer@3e-co.com

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## Generator

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### RCL Models Water Cooled Units

#### 24RCL Models BOM

- UL 2200 Listed
- All Aluminum Sound Enclosure
- RDC2 Digital Controller, Programmable
  - Digital voltage regulation:  $\pm 1.0\%$  RMS no-load to full-load
- Kohler Residential Powertrain KG2204, 22L/134.25CI Natural Aspiration, 4 Cycle
- EPA Certified Engine
- Oil Drain Extensions
- Critical Grade Silencer
- Integrated Vibration Isolation
- Multi Fuel System, LP or Natural Gas
- Flex Fuel Line
- Battery
- Kohler OnCue Plus Remote Monitoring/Ethernet Connection
- Engine Block Heater, 500 Watt/120VAC
- Engine Lubricants
- Aluminum Sound Enclosure, Door Locks, 61dBA full Speed Testing.
- Standard Five Year or 2000 Hour Limited Warranty
- **Dimensions: 74.0 Inches Long x 32.9 Inches Wide x 45.1 Inches High, Shipping Weight 1,260 Pounds**

#### Qty 1: Kohler Generator Set Model 24RCL

- Standby Rated 21kW/21kVA NG Gas / 24kW/24kVA LP Gas
- **120/240 Volt Single Phase Only, NG 87 amps / LP, Output Breaker 100 Amp**





Electrical Engineering & Equipment  
1808 Delaware Avenue  
Des Moines, IA 50317  
P: 515-266-8890  
F: 515-266-1181

Job Name: Tipton Ambulance-24kw & 225A ATS

Offer: 20123-20

Quote Number: 0026642367

Version 2.0

Page 2

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## Automatic Transfer Switch

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### **Kohler Model: KSS-AFNC-0225S**

2 Pole, 3 Wire, Solid Neutral, 225 amp, Kohler Specific Breaker rated Standard automatic transfer switch, Model KSS-AFNC-0225S ,  
rated 240V, 60 Hz complete with all standard equipment and housed in a NEMA Type 3R enclosure.

#### **Standard Features**

- UL 1008 Listed
- Electronically operated, mechanically held mechanism
- High withstand and close-on ratings for use with specific breakers
- Front-accessible contacts for easy inspection
- Enclosed arc chambers with arc chutes
- Main shaft auxiliary position-indicating contacts
- Kohler Decision-Maker® MPAC 1200 digital controller
- LCD display, 4 lines x 20 characters, backlit
- LED indicators: source available, transfer switch position, service required, not in auto
- Phase-to-phase sensing and monitoring with 0.5% accuracy on both sources
- Frequency sensing with 0.5% accuracy on both sources
- Anti-single phasing protection
- Programmable over and under voltage on both sources
- Programmable over and under frequency on emergency source
- Adjustable time delays
- Time-based load control of nine individual loads (with appropriate I/O modules)
- Programmable transfer commit/no commit
- 21 programmable exercise events
- Fail-safe transfer for loaded test and exercise functions
- Two programmable inputs / two programmable outputs on main logic board
- RS-485 and Modbus RTU communications



Electrical Engineering & Equipment  
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 Des Moines, IA 50317  
 P: 515-266-8890  
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Job Name: Tipton Ambulance-24kw & 225A ATS

Offer: 20123-20

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Version 2.0

Page 3

Qty

Description

1

ATS 1200 Transfer Switch System

KSS-AFNC-0225S

**Includes the following:**

Literature Languages

English

Mechanism

Specific Breaker

Transition

Standard

Logic

1200

Voltage

240V / 60 Hz

Poles & Wires

2 Pole/3 Wire, Solid Neutral

Enclosure

Nema 3R

Amps

225 Amps

Connection

Standard

ATS Utility Switching Device

NONE

ATS Generator Switching Device

NONE

IBC Seismic Certification

None

CSA Certification

None

Miscellaneous Acc.,Installed

Input/Output Module, Qty 1

Miscellaneous Acc.,Installed

Lockable User Interface Cover

Miscellaneous Acc.,Installed

Heater, MPAC

Warranty

1-YR STANDARD

1

Lit Kit, ATS Production, KSS/KSP

## Pricing Section

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**Net Price: \$14,302.75**

**Model: 24RCL & KSS-AFNC-0225S**

### Notes & Clarification:

- Taxes not included In Net Price
- Quotation Valid for 30 Days

### Included in Net Price

- Submittal or Shop Drawings Provided
- Shipping to Job Site
- Startup By Factory Certified Service Tech, (Provided during Normal Business Hours 7:30AM -4:30PM)
- Training at Job Site: Provided at same time as startup,

### Not Included in Net Price (unless otherwise stated)

- Unload at Job Site
- Fuel
- Infrared Scanning
- Installation, Installation Materials
- Any Taxes
- Utility and/or Coordination Studies
- Local, State Permits, Licenses & Fees

### Estimated Delivery Information (After Written Notice to Proceed)

- Lead time:
  - Generator Approx.: In Stock
  - ATS Approx.: 8 weeks ARO

### Startup Information

To ensure requested dates, please contact 3E 14 days prior for scheduling.

Service will require a completed checklist returned prior to scheduling certified startup.

To schedule the warranty startup, please contact:

Heath Pelzer – Sales

M: (515) 639-7137      O: (515) 273-0100      [heath.pelzer@3e-co.com](mailto:heath.pelzer@3e-co.com)

Josh Link – Project Management

M: (515) 423-2184      O: (515) 266-8890      [josh.link@3e-co.com](mailto:josh.link@3e-co.com)

All Kohler Power Systems Equipment require a factory certified startup to initiate Warranty.

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## Terms Section: Page 1

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**Limitation of Liability** - 3E will not accept responsibility for any expenses such as; labor, transportation, removal, installation, or other expenses which may be incurred in connection with damaged or defective equipment without prior written approval.

All prices F.O.B. point of shipment and subject without notice. Our responsibility ceases upon delivery in good order to the transportation company.

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1% service charge on delinquent accounts.

Electrical Engineering & Equipment Company offers no warranties expressed or implied as to quality, durability, workmanship, performance, operation or fitness of any material or apparatus sold. Electrical Engineering & Equipment Company disclaims all liability including consequential or special damages. Warranties only as provided by the manufacturer in writing apply to all articles, material and apparatus sold by Electrical Engineering & Equipment Company. Such warranties as provided by the manufacturer will be provided to any customer upon request.

**Acceptance Section:** \*\* Indicates Necessary Information Required before Submittals or Orders will be Processed

TO 

Heath Pelzer - P: 515.273.0100 / F: 515.273.0101 / M: 515.639.7137/ Email / <a href="mailto:heath.pelzer@3e-co.com">heath.pelzer@3e-co.com</a>
--

(Please Print)

Company Accepting this Quotation: \*\* \_\_\_\_\_

Billing Address: \*\* \_\_\_\_\_

City:\*\* \_\_\_\_\_ State \*\* \_\_\_\_\_ Zip \*\* \_\_\_\_\_

Print Name: \*\* \_\_\_\_\_ Signature\*\* \_\_\_\_\_ Date \*\* \_\_\_\_\_

Purchase Order Number \*\* \_\_\_\_\_ Project Name: \_\_\_\_\_

Amount of Order including options accepted, if any, before tax ** _____	
Please indicate by checking appropriated box.	Is this Project Taxed? ** YES <input type="checkbox"/> NO <input type="checkbox"/>
<i>(If no taxed, a tax Certificate is required with this form)</i>	
Please indicate by checking appropriated box.	Is Retainage Required? ** YES <input type="checkbox"/> NO <input type="checkbox"/>
Notice for Equipment Power Connections (Page 1 of Terms)	** YES <input type="checkbox"/>
Terms: Read and Understand 3E Terms (Page 2 of Terms)	** YES <input type="checkbox"/>

Ship To Address: \*\* \_\_\_\_\_ (Must have Physical Address, NOT PO BOX)

City: \*\* \_\_\_\_\_ State: \_\_\_\_\_ Zip:----- \_\_\_\_\_

End Users Name: \*\* \_\_\_\_\_ County \*\*--- \_\_\_\_\_

Job Site Address: \*\* \_\_\_\_\_ City: \*\* \_\_\_\_\_ State:\*\* \_\_\_\_\_ Zip \*\* \_\_\_\_\_

Electrical Job Site Foreman or Contact: \_\_\_\_\_ Phone \_\_\_\_\_

**Complete this Section if there is General Contractor:\*\* (Circle) --YES--NO--, If yes Provide Name,  
Is there a Bond (Circle) – Yes – NO ; if yes provide Bond Number: \_\_\_\_\_**

General Contractor: Name\*\* \_\_\_\_\_ Phone \*\* \_\_\_\_\_

Address \*\* \_\_\_\_\_ City \*\* \_\_\_\_\_ State\*\* \_\_\_\_\_ Zip \*\* \_\_\_\_\_

This acceptance page maybe used as Purchase Order and is required before submittals or orders are processed.



2149 S GILBERT ST  
 IOWA CITY, IA 52240-4300  
 P 319-337-9651 F 319-337-9653



# QUOTATION

QUOTE DATE	QUOTE #	PAGE #
05/15/2020	S507873103	1 of 1

CUST #: 94076

QUOTE TO:

CASH SALE  
 PO BOX 327  
 IOWA CITY, IA 52244-0327

SHIP TO:

IOWA CITY IA D1 CONTRACTOR  
 PO BOX 327  
 IOWA CITY, IA 52244-0327

REQUESTED BY		REFERENCE	ACCOUNT MANAGER	
BRAD			HOUSE	
QUOTED BY		TERMS	FREIGHT TERMS	
STEVE A QUICK		CASH ON DELIVERY	FREIGHT IF APPLICABLE	
ORDER QTY	AVAILABLE	DESCRIPTION	UNIT PRICE	EXT PRICE
1 ea		040586 BRIGGS & STRATTON 20KW BRIGGS & STRATTON STANDBY GENERATOR - STEEL ENCLOSURE BRIGGS & STRATTON CONTROLLER	4043.529/ea	4043.53
1 ea		071068 BRIGGS & STRATTON 200 AMP SYMPHONY II POWER MANAGEMENT TRANSFER SWITCH SINGLE PHASE NEMA 3R SED	708.235/ea	708.24

PRICES SUBJECT TO CHANGE  
 QUANTITIES AVAILABLE SUBJECT TO PRIOR SALE  
 PLEASE SEE WWW.CESCO.COM FOR STANDARD TERMS  
 AND CONDITIONS

\* This line is taxable

SUBTOTAL	4751.77
S&H CHARGES	110.00
ESTIMATED TAX	285.10
AMOUNT DUE	5146.87

# Memo

**To:** City Council, Mayor Carney  
**From:** Steve Nash, Public Works  
**cc:** Brian Wagner, City Manager & Melissa Armstrong  
**Date:** May 28, 2020  
**Re:** Replacement of 2001 Freightliner Plow Truck

---

The replacement of the 2001 Freightliner Plow Truck is in the next Budget Year (2020-2021) as well as the current CIP. It has been a good truck over the last 10 years; however, 20 years of salt and snow have caused excessive deterioration of the body and chassis. We bought it used from the City of Marion. Klay has used the same specs on this proposal as he has in the past. The Henderson Body package would be consistent with our current units. The Cab/Chassis quotes come from International and Freightliner. The following are the quotes we received.

Henderson body package; \$70,283  
Freightliner 108SD (cab/chassis); \$79,842  
International HV607 (cab/chassis); \$75,627.44  
Freightliner & Henderson; \$150,193  
International & Henderson; \$145,910.44

The last truck we purchased, with the same specs, was \$140,510. We are recommending the International & Henderson package. This should meet our snowplow/dump truck needs for the next 20 years. We also intend to sell the 2001 Freightliner by way of sealed bids. Klay will be available to respond to any questions or concerns. Specs sheets will be available on request.

This truck will take about 9 months to build. Hopefully, we will be able to have it by the middle of the next snow season. Additionally, we understand that steel prices are going to continue to rise during this uncertain economic time. Therefore, we'd like to move forward with the order at this time. Thank you.