

July 12, 2021  
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: Hembry, McNeill, Paustian and Helm. Absent: Cummins. Also present: Wagner, Armstrong, Lenz, Nash, DuFour, Fitch, Taber, B. Brennan, Ratliff, K. Johnson, the press and other visitors.

**Agenda:**

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

**Communications:**

Charline Thumm and Judy Jenkins shared their concerns about the possible new location for the Friends of the Animals shelter.

**Consent Agenda:**

Motion by Helm, second by McNeill to approve the consent agenda which includes the June 21<sup>st</sup> Council Meeting Minutes, Downtown Revitalization Incentive Program (DRIP) Reimbursement, Guillermo Pacheco, DBA: Mi Tierra, 310 Cedar Street, \$7,500, Downtown Revitalization Incentive Program (DRIP) Reimbursement, Dane Esbeck, 122 East 5<sup>th</sup> Street, \$7,500, Tipton Revitalization Incentive Program (TRIP) Request, Vicki Jones and Brian Miller, DBA: HoneyPot Wholesale Warehouse, 42 Spruce Street, Pay Application No. 13, Woodruff Construction, Wastewater Treatment Plant Improvements 2018 Project, \$612,758.13, Refurbish transformer, Emerald Transformer, \$4,860, Directional boring at Theisen's, Swick Cable, \$23,500, Liquor License Renewal for Family Foods, Garbage Exemption for Judy Jenkins at 800 West 1<sup>st</sup> Street, and the following claims list. Following the roll call vote the motion passed unanimously.

ACCESS SYSTEMS LEASING	COPIER AGREEMENT	2758.34
ACCO	UMBRELLA REPAIRS	11624.61
AFLAC	AFLAC AFTER TAX PY W/HOLDING	653.01
AT&T MOBILITY	WIRELESS	241.42
AUCA CHICAGO LOCKBOX	MATS	270.00
AXA EQUI-VEST PROCESSING	DEF. COMP PRETAX	485.00
BAKER & TAYLOR	BOOKS	660.79
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	214.29
CAPITAL ONE	OFFICE, OPER, BLDG, 4TH SUPP	235.08
CEDAR COUNTY AUDITOR	SOLID WASTE ASSESSMENT	20728.64
CEDAR COUNTY EMERGENCY	ASSESSMENT FOR 2021-2022	13689.25
CEDAR COUNTY ENGINEER	56.1 GL DSL	1105.99
CEDAR COUNTY REPAIR INC	OPERATING SUPPLIES	2158.32
CEDAR COUNTY VFW POST	FLAG FOR NORTH SIGN AREA	28.00
CENTRAL IOWA DISTRIBUTING	MISC SUPPLIES	118.00
CINTAS LOC	CLEANING SERVICES	1104.85
CITY OF MECHANICSVILLE	ALS INTERCEPT	200.00
CITY OF TIPTON	SWIMSUIT DEDUCTIONS	877.51
CITY OF TIPTON FUNDS	TRANSFERS RES NO. 062121E	784130.18
CITY OF TIPTON-REVOLVING	CENTRAL GARAGE REPAY	25509.61
CITY UTILITIES	CITY UTILITIES	13038.57

CJ COOPER & ASSOCIATES INC	RANDOM SELECTS	265.00
CLARENCE LOWDEN SUN-NEWS	FAC SCHEDULE	183.00
CLIFTON LARSON ALLEN LLP	AUDIT	630.00
COLLECTION SERVICES CENTER	CHILD SUPPORT	96.73
COMMUNITY INSURANCE SERVICES	ANNUAL PREMIUM/AUDIT	287682.00
COPY SYSTEMS	BASE CHARGE	74.68
D & R PEST CONTROL	PEST CONTROL	315.99
DR DARLENE A EHLERS	JULY RENT	500.00
EASTERN IOWA LIGHT & POWER	UTILITIES	1119.44
ECIA	1ST INSTALLMENT DUES	1127.35
ENERGY ECONOMICS INC	GAS METERS FREIGHT	145.45
ENVIRONMENTAL SYSTEMS	GIS PRIMARY MAINTENANCE	400.00
ERIC STORJOHANN	1 BURIAL	750.00
FARNER-BOCKEN COMPANY	CONCESSIONS	10296.69
FELD FIRE	OPERATING SUPPLIES	6248.00
FLETCHER-REINHARDT CO.	OVERHEAD SUPPLIES	298.27
FLUENT IMS	WHO'S RESPONDING APP	427.14
GARDEN & ASSOCIATES INC	MULBERRY STREET	3792.61
HAWKINS INC	CHEMICALS	2287.39
I.R.S.	FEDERAL WITHHOLDING	21864.61
INTEGRATED TECHNOLOGY	PHONE SERVICE	351.30
IOWA ASSOCIATION OF	APPRENTICESHIP PROGRAM	1200.00
IOWA LEAGUE OF CITIES	DUES	1963.00
IOWA ONE CALL	LOCATES	90.90
IPERS	IPERS WITHHOLDING, FIRE	12679.08
JOHNSON COUNTY AMBULANCE	ALS INTERCEPT	600.00
LAWSON PRODUCTS INC	SHOP SUPPLIES	38.34
ELECTRONICS INC	ALARM SERVICE	120.00
MARCIA MEYERS	JULY RENT	600.00
MC CLURE ENGINEERING	WWTP IMPROVEMENTS	13879.25
MICHELE PISMAN	JUNE YOGA	66.00
MIDAMERICAN ENERGY	JULY CASH REQUEST	93000.00
MISC. VENDOR	HURT, SANDY :US REFUND	9908.58
MITCHELL 1	WEB SUBSCRIPTION	260.80
NILES CHIROPRACTIC	DRUG SCREENS	195.00
ORIGIN DESIGN	CEDAR STREET IMPROVEMENTS	26355.25
PCC	BILLING	991.21
POWER LINE SUPPLY	OVERHEAD SUPPLIES	2145.18
PRAXAIR DISTRIBUTION INC	OXYGEN	63.12
PRINCIPAL	PRINCIPAL DENTAL POLICY	1704.04
RODNEY'S YARD MOWING	MOWING SERVICES	195.00
SMARTSOURCE CONSULTING	POST RFI ASSISTANCE	656.25

SPEER FINANCIAL INC	GENERAL OBLIGATION BONDS	10965.00
SPINUTECH INC	LICENSE, SUPPORT, HOSTING	595.00
TERRACON CONSULTANTS INC	WEST WWTP IMPROVEMENTS	683.50
TIPTON ELECTRIC MOTORS	OPERATING SUPPLIES	7.62
TIPTON GREENHOUSE	60 TREES	7492.75
TIPTON PHARMACY	PHARMACEUTICALS	458.37
TOTAL MAINTENANCE INC	JULY SERVICE	497.00
TREASURER, STATE OF IOWA	STATE WITHOLDING	3270.00
TYLER TECHNOLOGIES INC	ANNUAL SOFTWARE MAINTENANCE	21936.85
UNITED STATES TREASURY	2020-2021 PCORI FEE	79.80
VEENSTRA & KIMM INC	NW AREA UTILITY IMPROVEMENTS	1975.00
VIRGIL PENROD	RETIREMENT PROGRAM PAYOUT	25000.00
WINDSTREAM	MONTHLY SERVICES	1019.25
WRIGHT LAWN CARE	CONTRACT PAY JULY	358.33
** TOTAL **		1459736.58
FUND TOTALS		
001 GENERAL GOVERNMENT		494013.85
110 ROAD USE TAX FUND		39451.64
112 TRUST AND AGENCY FUND		35346.92
119 Emergency Fund		2689.25
121 LOCAL OPTION TAX		23256.01
125 TIF SPECIAL REVENUE FUND		9109.58
192 FIRE ENTERPRISE TRUST		2083.33
204 WATER REVENUE BOND		243839.07
205 GO FIRE TRUCK 2010		6151.79
303 WASTEWATER PROJECT		79309.66
316 GO 2021 CP		10965.00
600 WATER OPERATING		28020.69
610 WASTEWATER/AKA SEWER		35321.49
630 ELECTRIC OPERATING		233986.47
640 GAS OPERATING		52905.72
660 AIRPORT OPERATING		8574.96
670 GARBAGE COLLECTION		38914.64
740 STORM WATER		885.10
810 CENTRAL GARAGE		61192.76
820 PSF HEALTH INSURANCE		79.80
835 ADMINISTRATIVE SERVICES		27804.06
860 PAYROLL ACCOUNT		25834.79
GRAND TOTAL		1459736.58

Payroll Amount for June 2021 \$172,363.66

Debt Service Payments – June 2021 \$1,514,934.39

**Public Hearing:**

1. Public Hearing on submission of a CDBG Housing Sustainability Application  
Motion by McNeill, second by Hembry open the public hearing at 5:35 p.m. Following the roll call vote the motion passed unanimously.

**CITY OF TIPTON  
PUBLIC HEARING ANNOUNCEMENTS**

**A. Explain how the need for the activities was identified.**

- The City saw a need to offer assistance to low- and moderate-income homeowners to improve the exterior of their homes while preserving and stabilizing the City's housing. Initiating a City-wide exterior housing rehabilitation program will help to upgrade the housing stock.

**B. Explain how the proposed activities will be funded and the sources of funds.**

- The City is requesting \$227,394 in CDBG housing funds.

**C. Announce the date the CDBG application will be submitted to the State.**

- The grant application will be submitted to the Iowa Economic Development Authority on or before August 1, 2021 .

**D. Announce the requested amount of federal funds.**

- The City is requesting \$227,394 in CDBG funds for the proposed project.

**E. Announce the estimated portion of funds that will benefit low-and-moderate income persons.**

- 100% of the federal funds will benefit low and moderate income persons.

**F. Announce where the proposed activities will be conducted.**

- The proposed project will take place City-wide in residential neighborhoods.

**G. Announce plans to minimize displacement of persons and businesses resulting of funded activities.**

- It will not be necessary to permanently displace any persons or businesses as a result of this Program.

**H. Announce plans to assist persons actually displaced.**

- During lead-based paint hazard reduction activities, assistance will be provided if temporary relocation is necessary.

**I. The nature of the proposed activity or project.**

- The proposed project involves the exterior rehabilitation of at least six (6) owner-occupied, single family homes.

With no written or oral objections, a motion was made by McNeill, second by Hembry to close the public hearing at 5:43 p.m. Following the roll call vote the motion passed unanimously.

**Old Business:**

1. Ordinance No. 580: Ordinance amending Chapter 65; stop or yield required: Section 65.01, stop required and Section 65.03, yield required (Second Reading)  
Motion by Helm, second by Hembry to approve the second reading of Ordinance No. 580, the ordinance amending Chapter 65; stop or yield required: Section 65.01, stop required and Section 65.03, yield required. Following the roll call vote the motion passed unanimously.

**New Business:**

1. Resolution No. 071221A: Resolution endorsing and authorizing submittal of an application for Community Development Block Grant funds following Public Hearing  
Motion by McNeill, second by Hembry to approve Resolution No. 071221A, the resolution endorsing and authorizing submittal of an application for Community Block Grant funds following the public hearing. Following the roll call vote the motion passed unanimously.
2. Housing Sustainability Program Administrative Plan  
Motion by McNeill, second by Hembry to approve the Housing Sustainability Program Administrative Plan. Following the roll call vote the motion passed unanimously.
3. Liberty Bank's request concerning the Tipton Motel and a proposed change to the Zoning Ordinance
4. Resolution No. 071221B: Resolution approving application for Urban Revitalization Tax-Exemption filed by Cedar County Cooperative

Motion by Hembry, second by McNeill to approve Resolution No. 071221B, the resolution approving application for Urban Revitalization Tax-Exemption file by Cedar County Cooperative. Following the roll call vote the motion passed unanimously.

5. Resolution No. 071221C: Resolution authorizing approval of a Community Catalyst & Remediation Program Grant Agreement (21-CTBF-033) and any related documents for the Hardacre Theater Project  
Motion by Hembry, second by McNeill to approve Resolution No. 071221C, the resolution authorizing approval of a Community Catalyst & Remediation Program Grant Agreement (21-CTBF-033) and any related documents for the Hardacre Theater Project. Following the roll call vote the motion passed unanimously.

6. Resolution No. 071221D: Resolution in support of the "Hardacre Lofts" Housing Project and its application to the Workforce Housing Tax-Credit Program and affirming the City's financial support for the project.  
Motion by McNeill, second by Paustian to approve Resolution No. 071221D, the resolution in support of the "Hardacre Lofts" Housing Project and its application to the Workforce Housing Tax-Credit Program and affirming the City's financial support for the project. Following the roll call vote the motion passed unanimously.

7. Resolution No. 071221E: Resolution setting Monday, July 19, 2021, as the Public Hearing date regarding the proposed plans, specifications, form of contract, and estimated cost of the Hwy 38/Cedar Street Project, Phase 1 (AKA "PCC Pavement – grade and replace detour for IA 38 Improvements")  
Motion by Helm, second Hembry to approve Resolution No. 071221E, the resolution setting Monday, July 19, 2021, as the Public Hearing date regarding the proposed plans, specifications, form of contract, and estimated cost of the Hwy 38/Cedar Street Project, Phase 1 (AKA "PCC Pavement – grade and replace detour for IA 38 Improvements"). Following the roll call vote the motion passed unanimously.

8. Resolution No. 071221F: Resolution to assess nuisance charge due to non-payment by property owner.  
Motion by McNeill, second by Paustian to approve Resolution No. 071221F, the resolution to assess a nuisance charge due to non-payment by the property owner. Following the roll call vote the motion passed unanimously.

9. Resolution No. 071221G: Resolution to assess nuisance charge due to non-payment by property owner.  
Motion by McNeill, second by Paustian to approve Resolution No. 071221G, the resolution to assess a nuisance charge due to non-payment by the property owner. Following the roll call vote the motion passed unanimously.

10. Medical Director Agreement

Motion by McNeill, second by Helm to approve the Medical Director Agreement with Dr. Daniel Wing, in the amount of \$6,000 annually. Following the roll call vote the motion passed unanimously.

Council member Cummins in attendance at 6:23 p.m.

11. Invoice for trees and planting supplies.

Motion by Helm, second by McNeill to approve payment of invoices to the Tipton Greenhouse, in the amount of \$7,492.75, for trees and planting supplies, for the Earth Day event. Following the roll call vote the motion passed unanimously.

12. Return of in-person meetings.

It is the consensus of the council to have our IT service provider check into the cost to incorporate our current virtual meetings in combination with an in-person Council meeting. We are waiting for a quote from our IT service provider, Office Machine Consultants.

**Reports of Mayor/Council/Manager/Department Heads:**

1. Director of Public Works Nash gave an update on the Mulberry Street Project.

**Adjourn:**

With no further business to come before the council a motion to adjourn was made by Hembry, second by McNeill. Following the roll call vote the motion passed unanimously.

Meeting adjourned at 6:35 p.m.

Mayor \_\_\_\_\_

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

