

December 19, 2016
Tipton Fire Station
301 Lynn Street
Tipton, Iowa

The City Council of the City of Tipton, Cedar County, Iowa, met in regular session at 5:30 p.m. Mayor Carney called the meeting to order. Upon roll being called the following named council members were present: Boots, Spear, Leeper, Anderson and McNeill. Also present: Long, Lenz, Kepford, Nash, Taber, Beck, Walsh, Ratliff, Daufeldt, B. Brennan, Fletcher, Coppess, Spangler, other visitors and the press.

Agenda:

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

Communications:

1. Swan asked the council if they were going to reconsider the vote for the Senior Center. Mayor Carney stated that he has not been asked by a councilmember for it to be put back on the agenda.
2. Hodgden thanked everyone who signed the school board petition at the last council meeting. He thanked Electric Superintendent Taber and his department for getting up the working snowflakes. Hodgden suggested for next year to get a volunteer group together in the summer to help repair the rest of the snowflakes. He appreciates all the work that Economic Director Beck has done.

Consent Agenda:

Motion by Spear, second by Boots to approve the consent agenda which includes the November 30, 2016, and December 5, 2016, Council Meeting Minutes, with a correction to punctuation in the December 5th minutes per councilmember Boots, and the November 2016, Treasurer's and Investment Report. Following the roll call vote the motion passed unanimously.

Motions for Approval:

1. Tipton Emergency Medical Systems Performance and Responsibilities Review
Many spoke on behalf of and in support of the Tipton Ambulance Service needing more volunteers and more advanced care with needed consistency around the clock. With many calls there is a long waiting period to get a crew or another ambulance has to be called for mutual aid.

2. Claims List		
ALTORFER INC	RELOCATE ACTUATORS	14372.48
AUCA CHICAGO LOCKBOX	MATS	283.61
BARRON MOTOR SUPPLY	OPERATING SUPPLIES	8.70
BOUND TREE MEDICAL LLC	ET TUBE	4.17
CASCADE ENGINEERING	200 WHEELS FOR CONTAINERS	827.00
CEDAR COUNTY CO-OP	FUEL DISCOUNT	1538.72
CEDAR COUNTY ENGINEER	251.6 GL DSL	1745.40
CEDAR COUNTY SOLID WASTE	TRANSFER FEES	2585.00
CINTAS CORPORATION #342	UNIFORMS, SHOP TOWELS, MATS	461.68
CLARENCE LOWDEN SUN-NEWS &	AQUATIC SUPERVISOR	34.80
CLIFTON LARSON ALLEN LLP	PROGRESS BILLING FOR AUDIT	3000.00
COMMUNITY INSURANCE SERVIC	AIRPORT LIABILITY	3437.00
CUSTOM BUILDERS INC	UPS CHARGES	45.24
D & R PEST CONTROL INC	PEST CONTROL	190.99
DORSEY & WHITNEY LLP	URBAN RENEWAL PLAN AMENDMENT	507.00
EASTERN IOWA LIGHT & POWER	EAST LAGOON	1095.41

ECIA	MEMBERSHIP DUES	998.51
ELECTRICAL ENGINEERING & E	SUPP FOR UNDERGROUND INSTALL	257.25
FAMILY FOODS	OPERATING & MISC SUPPLIES	37.85
FLETCHER-REINHARDT CO.	FLOOD SEAL CONNECTORS	274.78
G & K SERVICES	UNIFORMS	268.52
GARDEN & ASSOCIATES INC	PARK SITE IMPROVEMENTS	4443.62
GRAYBILL COMMUNICATIONS	REPLACED DEFECTIVE SPEAKER	154.46
GROEBNER & ASSOCIATES	2 PRESSURE GAUGES	178.45
HARRY'S FARM TIRE	TIRE REPAIR	181.75
HASTY AWARDS	50 BASKETBALL MEDALS	135.53
HAWKINS INC	WASTEWATER TESTING	691.59
IMAGE TREND INC	CLEARING HOUSE SERVICES	144.00
INTEGRATED TECHNOLOGY PART	SET UP SHARED AMBULANCE	191.10
IOWA DEPARTMENT OF TRANSPOR	36 PAPER ROLLS	88.92
IOWA LAW ENFORCEMENT ACADE	TRAINING	50.00
IOWA ONE CALL	LOCATES	35.10
JOHNSON COUNTY AMBULANCE	ALS INTERCEPT	200.00
KOCH ELECTRIC	SERVICE 609 CRESTVIEW DR	1390.43
LAWSON PRODUCTS INC	OPERATING SUPPLIES	193.47
MARTIN GARDNER ARCHITECTUR	ECONOMIC OFFICE (OLD LEGION)	622.50
MC CLURE ENGINEERING COMPA	SANITARY COLL & SYS EVALUATION	9825.00
METERING & TECHNOLOGY SOLU	ELECTRIC METER SUPPLIES	373.40
MIDWEST SAFETY COUNSELORS	CALIBRATION	85.00
MISC. VENDOR	IOWA PHOTO CO:TRADER CARDS	412.00
MUSCATINE POWER & WATER	LOCATE FAULT FOR WALMART CABLE	375.54
NESPER SIGN ADVERTISING IN	FLAG	41.00
O'ROURKE MOTORS INC	OIL PLUG #53	10.08
OFFICE EXPRESS	OFFICE SUPPLIES	441.28
PEPSI-COLA	DRINK ORDER	278.82
PHYSIO-CONTROL INC	ANNUAL MAINT AGRMNT FOR AED'S	3128.64
PITNEY BOWES INC	LEASING CHARGES	417.78
QC ANALYTICAL SERVICES LLC	CHEMICALS	1744.00
REPUBLIC SERVICES OF IOWA	RECYCLING SORT FEES	771.92
RESCO	STREET LIGHT SUPPLIES	1754.26
SHERMCO INDUSTRIES INC	CAT PROJECT INSTALL	2700.00
SHOTTENKIRK	VALVE ASSEMBLY #51	33.07
SIMPLEXGRINELL	ANNUAL FIRE ALARM TESTING	418.59
SNAP-ON INDUSTRIAL	SMALL TOOLS	21.26
STATE HYGIENIC LABORATORY	POOL & WATER TESTING FEES	50.00
STUART C IRBY CO	OVERHEAD WIRE GRIP	185.09
TIPTON CHAMBER OF COMMERCE	CHAMBER BUCKS	60.00
TIPTON CONSERVATIVE	TRUNK OR TREAT THANK YOU	882.69
TRANSWORLD SYSTEMS INC	COLLECTION EXPENSE	40.31

WESCO RECEIVABLES CORP	STREET LIGHTING SUPPLIES	348.56	
** TOTAL **	-City of Tipton	65073.32	
FUND TOTALS			
001	GENERAL GOVERNMENT	12,079.24	
125	TIF SPECIAL REVENUE FUND	507	
311	ADDTNL GENERATION PRJCT	17,072.48	
600	WATER OPERATING	1,824.45	
610	WASTEWATER/AKA SEWER REVE	1,973.41	
630	ELECTRIC OPERATING	5,848.88	
640	GAS OPERATING	309.93	
660	AIRPORT OPERATING	3,437.00	
670	GARBAGE COLLECTION	4,240.29	
740	STORM WATER	7,575.00	
750	CEMETERY ENTERPRISE	243.92	
810	CENTRAL GARAGE	4,070.47	
835	ADMINISTRATIVE SERVICES	5,891.25	
GRAND TOTAL		65,073.32	
City Card - Check out card			
Fuel - Kum & Go		21.18	
Travel Training - Jethros, Texas Roadhouse, Legends, Pancheros, Stoney Creek, Towneplace Suites		453.74	
Total Charges			474.92
Ambulance - One Card			
Training - Eastern Iowa Comm College, Knightlite Software		263.95	
Office Supplies - Walmart		23.85	
Total Charges			287.80
Fire - One Card			
Misc Supplies - Caseys		64.17	
Total Charges			64.17
Public Works - One Card			
Operating Supplies - Pleasant Valley		867.00	
Operating Supplies - Harbor Freight Tools		171.17	
Operating Supplies - Triangle Fire		78.24	
Repair Parts - Amazon		324.38	
Total Charges			1,440.79
Electric - One Card			
Street Light Supplies - Menards		15.11	
Operating Supplies - Assembled Products		63.11	
Underground Supplies - Van Meter		40.36	
Misc Supplies - Casey's, Walmart		158.56	
Total Charges			277.14
Gas - One Card			
Dues - APGA		395.00	

Supplies for Mains - Full Source	242.16	
Supplies for Lines - Grainger	96.50	
Equipment Maint/Repair Supplies (for FAC) - Paypal	37.80	
Total Charges		771.46
Library - One Card		
Postage/Shipping - USPS	79.36	
Office Supplies - Walmart	9.98	
Materials - Amazon, Walmart, Reading Group Choices	1,461.98	
Program Supplies - Demco, Spreadshirt, Walmart, Amazon, D'Alicias, Dairy Queen, Family Foods	310.08	
Misc Supplies - Walmart	53.58	
Bldg Maint Supplies - Walmart	194.00	
Travel Training - Grand Harbor Resort, Tony Roma, Subway	198.35	
Total Charges		2,307.33
JKFAC/Recreation - One Card		
Operating Supplies - Easykeys.com, Walmart	30.73	
Operating Supplies (for Park) - Swingsetmall.com	-32.74	
Dues - Iowa Park and Recreation	-77.50	
	-77.50	
Misc Supplies - Applebees, U-Haul, Custom Apparell (these were unauthorized purchases on Adam's card. The card has been cancelled and the charges have been removed)	956.82	
Total Charges		799.81
City Clerk - Card		
Travel Training - McDonalds	8.14	
Fuel - Caseys	22.13	
Total Charges		30.27
Statement Total		6,453.69

Motion by Spear, second by McNeill to approve the list of claims as presented. Following the roll call vote the motion passed unanimously.

3. Purchase Reconditioned Surplus Automated External Defibrillator, City Facilities and Vehicles

Motion by Spear, second by Anderson to approve the purchase of reconditioned surplus automated external defibrillator devices for City facilities and vehicles. The cost is \$100.00 per unit. Following the roll call vote the motion passed unanimously.

4. City Council Meetings Schedule, Budget Prep, January through March, 2017

Motion by Boots, second by Leeper to accept the following proposed council meetings schedule:

Wednesday, January 4th, 5:30 p.m.

Monday, January 16th, 5:30 p.m.

Monday, February 6th, 5:30 p.m.

Wednesday, February 22nd, 5:30 p.m.

Monday, March 13th, 5:30 p.m.

Monday, March 27th, 5:30 p.m.

Following the roll call vote the motion passed unanimously.

5. Engineering Contract with McClure Engineering, Prepare Plans and Specifications, Airport Runway Maintenance and Repairs

Motion by Anderson, second by McNeill to approve an engineering contract with McClure Engineering to prepare plans and specifications for maintenance and repairs for the existing airport runway. Following the roll call vote the motion passed unanimously.

6. Request Utilization of an Estimated \$171,495.00, of FAA Funds, with 10% (\$19,055.00), City Match Maintenance and Repair of the Existing Airport, FY18

Motion by Spear, second by Boots to approve the request for utilization of an estimated \$171,495.00 of FAA Funds, and 10% (\$19,055.00), City matching funds for maintenance and repair of the existing runway at Mathews Memorial Airport in FY18. Following the roll call vote the motion passed unanimously.

7. Quote for Replacement of Interior Pool Lighting at James Kennedy Family Aquatic Center with High Efficiency LED Units

Motion by Boots, second by Spear to accept the quote from Roth Electric in the amount of \$2,190.00, for the labor of disposing of the ballasts in the mechanical room, removing the current lights and installing the new ALSET LED lights, with a cost of \$35,000.00, from 3E, at the James Kennedy Family Aquatic Center. Following the roll call vote the motion passed unanimously.

8. DRIP Application for FY17, for The Fabric Stasher in the amount of \$3,782.50

Motion by Leeper, second by Boots to approve TEDCO's recommendation for the DRIP application for interior façade improvements for FY2017, for The Fabric Stasher, at 505 Cedar Street, in the amount of \$3,782.50. Following the roll call vote the motion passed unanimously.

9. Pump Repair, \$7442.00, by Mississippi Valley Pump, Inc

Motion by Spear, second by Leeper to approve Mississippi Valley Pump, Inc., to repair the lift pump at the east wastewater lagoons, in the amount of \$7,442.00. Following the roll call vote the motion passed unanimously.

Reports to be Received/Filed:

1. Equipment Committee Report

Memo

From: Steve Nash, Director of Public Works

To: Tipton City Council

Date: December 16, 2016

Re: Annual Equipment Committee Meeting

On December 16, 2016, the Equipment Committee met with the Department Heads. In attendance were Floyd Taber, Virgil Penrod, Klay Johnson, Brad Ratliff, Lorna Fletcher, Tim Long, Lisa Kepford and Councilman Tim McNeill. The purpose of the meeting was to review the line of equipment owned by the City and determine a direction for upgrading several units because of age, usage and cost of upkeep.

Five units were targeted for upgrading this coming fiscal year, proving they fall into the parameters of what we need and what funds are available. Klay Johnson provided insight into the age and cost of continued maintenance along with the decreasing trade value of some equipment. I've attached his information with this summary. Lorna Fletcher, CFO, reviewed the process we use to procure equipment. The current balance in Central Garage does allow us to seek replacement equipment this year.

The five units we are looking at for replacement are as follows in the order of priority:

1. Digger/Derrick – Electric
2. Backhoe – Public Works, Gas & Electric
3. Skid Steer – Public Works, Gas & Electric
4. ½ Ton Pickup – Public Works
5. ½ Ton Pickup – Electric

We do have some rough budget numbers and have set parameters for what we think will work for the City, and the employees using the equipment. This information will follow after the next meeting sometime in January, as we narrow down our needs.

Motion by McNeill, second by Leeper to accept the Equipment Committee Report. Following the roll call vote the motion passed unanimously.

Discussion Items (no action):

1. 2017-2018 Tax Levy Rate

Finance Director Fletcher would like the council to have in mind what the City will use for a tax rate, so that she can continue on with the budget.

Reports of Mayor/Council/Manager/Department Heads:

Mayor

Mayor Carney stated that the FFA will be picking up Christmas trees the first weekend in January, on Saturday, the 7th.

Council

Councilmember Spear went on the Downtown Walk Around yesterday. There were a lot of positive and good comments.

Interim Manager

Interim Manager Long stated that there are 17 applicants for the Finance Director position. There are very good contenders within the area and the region. The next step is to have the personnel committee review the applications and resumes.

Police Chief

Police Chief Kepford stated they had an audit on Friday, December 16th, that went well. Kepford is working on a juvenile policy.

Electric Superintendent

Electric Superintendent Taber stated that there was a diesel oxidation catalyst test done on the CAT engine and it passed.

The new substation batteries have been installed.

Adjourn:

With no further business to come before the council a motion to adjourn was made by Leeper, second by Boots.

Following the roll call vote the motion passed unanimously.

Meeting adjourned at 7:26 p.m.

Mayor Bryan Carney

Attest:

City Clerk Amy Lenz