



## NEW RESIDENT INFORMATION

### PHONE NUMBERS:

|                                      |                      |
|--------------------------------------|----------------------|
| <b>Tipton City Office:</b>           | 886-6187             |
| City Manager                         |                      |
| City Clerk                           |                      |
| Finance Director                     |                      |
| Gas Department                       |                      |
| Electric Department                  |                      |
| Planning & Zoning                    |                      |
| Utility Billing Department           |                      |
| <b>Public Works Department:</b>      | 886-3953             |
| <b>Water/Waste Water Department:</b> | 886-6187             |
| <b>Recreation Department:</b>        | 886-2271             |
| Aquatic Center                       |                      |
| <b>Airport:</b>                      | 886-3559             |
| Director: Max Coppess                | 563-212-3308         |
| <b>Police:</b>                       |                      |
| EMERGENCY                            | 911                  |
| Non-emergency, 24 hours a day        | 886-2424             |
| <b>Ambulance:</b>                    |                      |
| EMERGENCY                            | 911                  |
| Billing                              | 886-6502 or 886-6187 |

### **CEDAR COUNTY:** (Please reference *Cedar County* in the Phone Book)

|                                     |          |
|-------------------------------------|----------|
| Cedar County Law Enforcement Center | 886-2121 |
| Cedar County Transfer Station       | 886-6437 |

### **Other Numbers:**

|                     |   |                |
|---------------------|---|----------------|
| Phone               | Windstream                              | 1-800-347-1991 |
| Cable T.V./Internet | Mediacom                                | 1-888-847-6228 |
|                     | Clarence Telephone/Cedar Communications | 1-800-695-3896 |

**Note: Please refer to the local newspaper for notice of change in any of the City's policies and / or ordinances. Office closures are posted on office door, Facebook and City Website.**

# **GARBAGE / RECYCLING / YARD WASTE**

Garbage, yard waste, and recycling are contracted through the City of Tipton. Containers are to stay at the residence once you move; they do not go with you. They will be picked up **curb side** according to the following schedule:

**(South side of 7th Street is picked up with South route.)**  
**(North side of 7th Street is picked up with North route.)**

**Monday:** Garbage for residents living south of 7th Street.  
**Tuesday:** Recycling is every other week.  
Residents living South of 7<sup>th</sup> St (South side)  
Residents living North of 7<sup>th</sup> St (North Side)  
**Friday:** Garbage for residents living north of 7th Street.  
**Wednesday:** Yard waste for all residents of Tipton (Spring, Summer & Fall)  
Extra pickups (need to be pre-scheduled by calling city office).

All materials to be picked up are to be placed along the curb **by 7:00 a.m.** on the appropriate day for service to guarantee pickup.

**GARBAGE:** One of the following containers is provided by the city at your request:  
64 gallon = \$25.75/month or 96 gallon = \$29.75/month

To promote complete dumping and a cleaner container, the use of plastic bags inside the container is encouraged (for garbage ONLY). Additional garbage must be placed in "City of Tipton" bag. **One** white "City of Tipton" garbage bag will be allowed per week, if placed on top of the garbage container and may be purchased at the City Office or Brother's Market.

**The open burning of household wastes or wastes that would be described as solid waste or garbage is prohibited.**

**RECYCLING:** One of the following containers is provided by the city (residential only):  
64 gallon or 96 gallon

The City of Tipton encourages recycling, but currently it is not mandatory. Delivery of a City of Tipton's recycling container may be requested at City Hall. All recyclable materials must be empty, clean, and reasonably dry; and **must be placed in the City of Tipton's recycling container** in order for it to be picked up. The City reserves the right to reject and refuse to accept any recyclables not in compliance with its rules and regulations.

The following materials **are recyclable** through the City of Tipton's program: corrugated cardboard, newspaper, office paper, magazines, catalogs, junk mail, plastics #1-7, chipboard, metal food cans, aluminum foil, pie plates.

The following materials **are NOT recyclable** through the City of Tipton's program: glass, plastic bags, Styrofoam, pizza boxes. Please place these items in your garbage.

Tipton's Recycling Center, located at the Lower Shop (813 W. South St.), will be open Mondays and Thursdays from 7:30 am to 3:00 pm (closed for lunch from 12-1). **Large pieces of cardboard need to be taken to the recycle center.**

## **Container Instructions:**

Place the container with the lid opening toward the street.

Lid must be closed.

Place no closer than 4 feet from any obstacle (Ex: utility pole, vehicle or sign post).

Do not place behind a vehicle.

Place behind the curb 2 to 3 feet behind the curb where possible.

You may place container in the curb if you are prone to having cars park in front of your can.

## **Extra Pickup:**

Items of refuse which do not meet the criteria for pickup in the ordinary course of business for garbage pickup may qualify for an “extra pickup”. A minimum charge of \$15.00 will be assessed to the utility bill as well as the Cedar County Transfer Station charge. The extra pickup **must be pre-scheduled** with the City of Tipton, and the final determination shall be at the City’s discretion. Extra pickups are scheduled to be completed on Wednesdays.

## **Yard Waste:**

“Yard Waste” means organic debris produced as part of yard or garden development and maintenance (e.g. grass clippings, leaves, flowers, bark, branches and tree limbs no larger than 2” in diameter and 36” in length, etc.) **All yard waste must be purchased within the City of Tipton.** These bags may be purchased at the City Office, Brother’s Market, Theisen’s or Tipton Pharmacy. During winter months, the city picks up yard waste on a call-in basis only. Bags must weigh less than 50 lbs., or they will not be picked up.

Tree limbs, branches, and/or brush that are larger than the dimensions listed above, may be picked up as an extra pickup. (Please see: “Extra Pickup” for details).

The City of Tipton’s leaf pickup program begins early fall. Please check the newspaper and/or your utility bill at that time for information on procedures and dates of leaf pickup for your address.

- Blowing your lawn by clipping into the street is not allowed per city code. Grass in the streets plugs storm intakes which results in potential flooding of the neighborhood. First offense will be a warning. Second offense will be fined according to Tipton’s City Code (135.03) starting at \$100 per offense.

# PERMITS

**Please note the City of Tipton requires permits for the following:**

Permits may be acquired at the City Office or City Website and must be approved per the Planning and Zoning Administrator. Allow a one-week time period for approval.

- **Building**: If you are building a fence, a building permit is required.
- **Sidewalk**: Permit must be approved before and after pouring cement.
- **Tree Planting**: Permit must be approved by each Utility Department prior to planting.
- **Electric, Plumbing, Water, Sewer, and/or Gas**: Any contractor doing work within the city must be licensed and bonded with the City of Tipton. Please contact the Building Inspector if you have questions.
- **Excavation/R,O,W. Work Permit**: Permits must be filed a minimum of 5 working days prior to beginning project.
- **Demolition Permit**:

**Digging/Excavation**: You are required by law to contact "Iowa One Call" at 1-800-292-8989 or 811. Iowa One Call will contact the City of Tipton and any other company that may have lines, cables, or fiber optics on your property. There is a forty-eight **(48) hour advance notice required**. No excavation/digging may be started until you have received verification from the City of Tipton. The route of each City of Tipton underground pipeline or cable in the work area will be marked by flags, paint or stakes using the following color code:

|               |          |                    |
|---------------|----------|--------------------|
| <b>Red</b>    | <b>=</b> | <b>Electric</b>    |
| <b>Blue</b>   | <b>=</b> | <b>Water</b>       |
| <b>Yellow</b> | <b>=</b> | <b>Natural Gas</b> |

If you have work done by a contractor, you are responsible for making sure the contractor has contacted Iowa One Call as required by law.



# Utility Payment Options

## Payment depository box

A depository box allows residents to drop their payment off at City Hall 24 hours a day. The box is in North drive of City Hall. (Note: cash payments by depository are not recommended.)

## Walk-ins

Payments may be dropped off in person during regular business hours (7:30a.m.-4:00p.m.) at Tipton City Hall.

## Mail

Payments may be mailed to 407 Lynn Street, Tipton, IA 52772. **If using bill pay through your bank, please be sure to include your updated name, address and account number. Keep in mind, these payments are checks cut by your bank and mailed to 407 Lynn St, Tipton, IA 52772. These often arrive late and will incur late fees if not received before or on the due date.**

## Credit Card Payment by phone

Account Clerks are available to accept credit card payments by phone during regular business hours. Acceptable credit cards include Visa, MasterCard, and Discover. Payment can be made by calling (563) 886-6187.

## Automatic checking withdrawal

This method allows The City of Tipton to automatically deduct your bill from your checking account on the due date. You'll never need to worry about losing your bill and missing a payment. You will receive your utility bill indicating how much money will be deducted from your account. Form & voided check must be provided to City Hall.

## Online Bill Pay - Now Available

Go to website- [www.tiptoniowa.org](http://www.tiptoniowa.org) You will need your last payment amount and account number to register. Please note there is a \$2.00 charge each time you use this online option.

City Ordinance allows 21 days to pay the net bill amount.

**Check Payment:** All checks presented to the City of Tipton will be processed electronically. It will be processed, held for 30 days and then be shredded.

**FAILURE TO RECEIVE A BILL SHALL NOT ENTITLE THE CUSTOMER RELIEF FROM PENALTIES FOR LATE PAYMENT.**

As always, if you have any questions about our payment options, please call City Hall at (563)-886-6187.



# Tipton Public Library

## **HOURS**

*Monday-Thursday*

10 a.m. - 6 p.m.

*Friday* 10 a.m. - 5 p.m.

*Saturday* 10 a.m. - 1 p.m.

Closed Sunday

## **MISSION STATEMENT**

The Tipton Public Library will provide the people of its community, from birth through adulthood, with access to a balanced collection of books, technology, programming and other resources which will serve their education, cultural and recreational needs.

## **SERVICES**

### **Materials for 2-week checkout:**

Adult Fiction & Non-fiction, Teen Fiction & Non-fiction, Kids' Fiction & Non-fiction, Kids' Puzzles, Audio Books-on CD, Board Books Magazines, Cake Pans.

### **Materials for 1 week checkout:**

Movies-DVD/Blue ray formats

### **Programs**

Storytime's

Summer reading Program for ages 0 through adult Baby and Me

Preschool outreach visits Homebound Delivery Program National Library Week

Children's Book and Teen Read Week Adult Book Chat

### **Other:**

Renewals or requests by phone, fax or email

Free internet access, Free computer usage, Daily newspapers, Interlibrary loans from other Iowa Libraries, Fax machine, Copy machine, Ongoing used book sale by Friends of the Library, Grant Wood Lithograph collection on Display, Proctoring for college exams.

### **Fees:**

Fines-\$.10/day per item (except movies)

\$1.00/day per movie

\$1.00 per interlibrary loan request

\$.10 per page (b/w) photocopies

\$.25 per page (colored) photocopies

\$1.00/page to receive or send fax