

Minutes of the Regular Meeting of the City Council of the City of Manchester

Monday, May 9, 2022

Mayor Behnken called the meeting to order at 5:00pm.

Roll call of members present: Dean Sherman, Mary Ann Poynor, Bill Scherbring, Linda Schmitt, Tania Bradley. Absent: None.

Motion by Sherman, seconded by Bradley to approve the agenda as presented. Motion carried, all ayes.

Public Input

None.

Consent Agenda

- 3.1 Approval of the minutes of the April 25, 2022 City Council meeting and the May 1, 2022 Special City Council/Committee of the Whole meeting
- 3.2 R-051-2022 Resolution Approving Bills
- 3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the April 25, 2022 Parks & Recreation Commission meeting; the April 2022 Wastewater IDNR Reports
- 3.4 Liquor License Applications: Renewal Application for Off Premise Class E Liquor License with Sunday Service for Casey's Marketing Company dba Casey's General Store #3854 at 1305 West Commercial Street; Renewal Application for On Premise Class C Liquor License with Outdoor Service and Sunday Service for Fiesta Cancun Authentic Mexican Restaurant of Manchester at 110 West Main Street
- 3.5 R-052-2022 Resolution Amending Salary Resolution
- 3.6 R-053-2022 Resolution Approving Temporary Construction Easements for the East Main Street Improvement Project
- 3.7 Approve Pay Estimate #16 in the amount of \$6,000.00 to Kirkham Michael for the Airport Land Acquisition & Easements Project
- 3.8 R-054-2022 Resolution Approving Permanent Public Utility Easement with Animal Health International
- 3.9 Approve quotes totaling \$18,848.00 from General Traffic Controls for battery back-ups for the traffic signals at Franklin/Main, Franklin/Acres, and Franklin/Butler
- 3.10 Approve Pay Estimate #2 in the amount of \$210,515.12 to Pirc-Tobin Construction, Inc. for the 2022 East Main Street Improvement Project
- 3.11 R-055-2022 Resolution Approving Change Order #1 for the Bailey Drive Water & Sewer Extension Project
- 3.12 Approve Pay Estimate #2 in the amount of \$26,124.01 to F.L. Krapfl, Inc. for the Bailey Drive Water & Sewer Extension Project
- 3.13 Approve Pay Estimate #3 (Final Retainage) in the amount of \$9,160.93 to F.L. Krapfl, Inc. for the Bailey Drive Water & Sewer Extension Project
- 3.14 R-056-2022 Resolution Accepting the Bailey Drive Water & Sewer Extension Project
- 3.15 Motion to set June 13, 2022 at 5:00pm as the date and time for a Public Hearing on the plans, specifications and contract documents for the Stormwater Wetlands Project
- 3.16 Approve the request of the Delaware County Fair to have a fireworks display on Sunday, May 29, 2022 following their Hairball event
- 3.17 Approval of the Consent Agenda

Motion by Poynor, seconded by Schmitt to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment

| VENDOR | DESCRIPTION | AMOUNT |
|----------------------------|-------------------------------|-----------|
| ACCENT LASER | TONER CARTRIDGE(S) | 329.80 |
| ALLIED SYSTEMS | LIFT STATION EQUIPMENT | 56,945.56 |
| AMAZON CAPITAL SERVICES | SUPPLIES | 1,034.22 |
| ANDERSON WELDING & MACHINE | DIFFUSER REPLACEMENT TOOL | 38.48 |
| BAKER & TAYLOR BOOKS | LIBRARY MATERIALS | 1,476.24 |
| BARD MATERIALS | STREET PATCH REPAIR | 839.52 |
| BASE | BASE SELF INSURANCE | 108.00 |
| BECKER ELECTRIC | SCHRAM RESTROOM LIGHT REPAIR | 523.04 |
| BLACK HILLS ENERGY | HEATING FUEL | 8,840.36 |
| CARRICO AQUATIC RESOURCES | POOL CHEMICALS | 3,175.00 |
| CEDAR + SALT MARKETING CO | MARKETING/COMMUNICATIONS | 2,500.00 |
| CEYNAR, DYLAN | REIMBURSE BUSINESS CARDS | 26.76 |
| CITY LAUNDERING | BUILDING MAINT SUPPLIES | 177.66 |
| COLOFF DIGITAL | WEBSITE MAINTENANCE | 169.00 |
| CONTINENTAL RESEARCH | SUPPLIES | 451.19 |
| COYLE, JARED | REIMBURSEMENT | 27.50 |
| DJ REPAIR | REPAIR/MAINTENANCE | 80.00 |
| DOG WASTE DEPOT | DOG WASTE BAGS | 391.94 |
| DON & WALT | REPAIR/MAINTENANCE | 289.69 |
| EQUIPMENT MANAGEMENT | RESCUE TOOLS | 1,331.25 |
| FAREWAY STORES | SUPPLIES | 279.09 |
| GEORGEN AUTO | VEHICLE MAINT/REPAIR | 1,315.54 |
| HERITAGE PRINTING | UTILITY BILLING ENVELOPES | 573.82 |
| IA DEPT OF ADMIN SERVICE | RIC ADMINISTRATIVE SERVICES | 50.00 |
| IOWA WALL SAWING SERVICE | CURB CUT | 400.00 |
| KAMMILLER TREE SERVICE | TREE SERVICES | 1,800.00 |
| KMCH | RADIO ANNOUNCEMENTS | 343.20 |
| LEARN, ERIN | MILEAGE REIMBURSEMENT | 215.87 |
| MASTERPIECE CLEANING | CITY HALL/PD/AIRPORT CLEANING | 1,320.00 |
| MIDWEST TAPE HOOPLA | LIBRARY MATERIALS | 104.94 |
| MUNICIPAL SUPPLY | WTR/SWR SUPPLIES | 355.00 |
| PREMIER PARTS | PARTS/SUPPLIES | 38.19 |
| NORTHERN LIGHTS DISTR | CONCESSIONS | 2,095.38 |
| NORTHWAY CORPORATION | MOTEL LIFT STATION REPAIR | 10,832.28 |
| PEPSI COLA BOTTLING CO | SPORTS COMPLEX CONCESSIONS | 2,407.30 |
| PETTY CASH, ERIN LEARN | COMPLEX CONCESSION STAND | 300.00 |
| POSTMASTER | POSTAGE | 627.22 |
| RIVER CITY STONE | ROCK/STONE | 974.56 |
| SANDRY FIRE SUPPLY | FIRE SCBA FACE SHIELD WIPES | 50.00 |
| SCHMITZ JANITORIAL SUPPLY | JANITORIAL SUPPLIES | 174.00 |
| STERICYCLE | SHREDDING | 53.27 |
| SUPREME GREEN | 2022 MOWING CONTRACT | 4,632.60 |
| TENNIS SERVICES OF IOWA | NETS: TIRRILL TENNIS & PICKLE | 7,500.00 |
| TYLER BUSINESS FORMS | CHECK FORMS | 189.30 |
| TYLER TECHNOLOGIES | SOFTWARE CONVERSION | 6,772.50 |
| UNITY POINT CLINIC | FD AUDIOGRAMS | 835.50 |

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| VICK, TIMOTHY | MILEAGE REIMB | 47.97 |
| WELLMARK | INSURANCE | 27,785.70 |
| WIN | PHONE/INTERNET | 275.00 |
| WOODWARD COMMUNICATIONS | PUBLICATION EXPENSE | 55.00 |
| UTILITY DEPOSIT REFUNDS | UTILITY DEPOSIT REFUNDS | 138.90 |
| PAYROLL CHECKS | PAYROLL CHECKS | 71,753.76 |
| | TOTAL | 223,051.10 |
| | | |
| | FUND TOTALS | |
| | GENERAL | 74,594.11 |
| | HOTEL MOTEL TAX | 2,500.00 |
| | ROAD USE TAX | 18,984.77 |
| | EMPLOYEE BENEFIT | 24,864.98 |
| | PARK IMPROVEMENT | 7,500.00 |
| | LIBRARY GIFT & TRUST | 319.31 |
| | SUBDIVISION PROJECTS | 26,750.42 |
| | WATER FUND | 12,991.79 |
| | UTILITY DEPOSIT TRUST | 138.90 |
| | SEWER FUND | 28,283.31 |
| | SEWER CAPITAL PROJECT | 26,123.51 |
| | TOTAL | 223,051.10 |

Public Hearing on a proposed Airport Lease Agreement with Craig Woodley, Woodley Aerial Spray
 Mayor Behnken opened the Public Hearing at 5:05pm.

City Manager Vick reviewed the proposed lease with the Council, noting Mr. Woodley would like to construct a 75' x 100' hangar at the airport. The proposed lease would be a 40 year lease with the rent increasing incrementally each year. City Manager Vick further informed the Council that Jim Hill and Ann Meyer had concerns about the lease they shared with the Airport Committee, and that the Airport Committee has reviewed the lease agreement and recommends approval.

There being no comments to be heard and no written comments on file, Mayor Behnken closed the Public Hearing at 5:10pm.

The Council discussed property taxes on the hangars, water usage, flowage fees, airport improvements and spray containment. Following discussion, motion by Scherbring, seconded by Sherman to adopt R-057-2022 Resolution Approving Airport Hangar Lease. Motion carried, all ayes.

Request for Special Exception to Livestock Restrictions from Patrick & Ashley Freiburger

Motion by Poynor, seconded by Schmitt to approve the request for special exception to livestock restrictions for Patrick & Ashley Freiburger for the property at 717 East Howard Street to allow for up to six chickens and no roosters on the property. Motion carried, all ayes.

Request for Special Exception to Livestock Restrictions from Aaron Hutchinson

Motion by Bradley, seconded by Scherbring to approve the request for special exception to livestock restrictions for Aaron Hutchinson for the property at 209 South 5th Street to allow for up to six chickens and no roosters on the property. Motion carried, all ayes.

Meadow Brook Trail Project

Motion by Scherbring, seconded by Poynor to approve the quote of \$9,652.25 from Eastern Iowa Excavating & Concrete to extend the trail along East Main Street to the east through the Meadow Brook Trail Subdivision. Motion carried, all ayes.

St. Mary Alley Storm Sewer Intake Pipe

Motion by Schmitt, seconded by Bradley to approve the quote of \$9,825.00 from Eastern Iowa Excavating & Concrete to replace the storm sewer intakes in the alley that runs north/south west of 225 West Main Street. Motion carried, all ayes.

Doctor Street Handicap Ramps

Motion by Poynor, seconded by Sherman to approve the quote of \$37,730.80 from Eastern Iowa Excavating & Concrete to replace the ADA ramps at the intersections along Doctor Street that tie into the school's sidewalks. Motion carried, all ayes.

Construction Project Updates

Jason Wenger, Burrington Group, and Nick La Rosa, Fehr Graham, updated the Council on construction projects in the City.

Reports

City Council and staff reports were given.

Motion by Sherman, seconded by Schmitt that the meeting adjourn at 5:31pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk