

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, June 27, 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 Poynor, 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 June 13, 2022 City Council meeting

3.2 R-081-2022 Resolution Approving Bills

3.3 Liquor License Applications: New Application for 14 Day On Premise Class C Liquor License with Sunday Sales and Outdoor Service Area for the Delaware County Fair effective July 11, 2022

3.4 Approval of Committee Appointments as recommended by Mayor Behnken: Andrea Schmidt to the Board of Adjustment (term expires 6/30/2027); Angie Peyton to the Library Board of Trustees (term expires 6/30/2028); Lucas Elsbernd to the Library Board of Trustees (term expires 6/30/2028); Allison Hemann to the Library Board of Trustees (term expires 6/30/2028)

3.5 R-082-2022 Resolution Amending Salary Resolution

3.6 Approval of Downtown Incentive Grant Applications as recommended by the Design Committee: Acquisition Assistance in the amount of \$1,255.90 for Jackie Mormann for the property at 101 South Franklin Street; Acquisition Assistance in the amount of \$4,000.00, Design Assistance in an amount not to exceed \$750.00, and Interior Grant in the amount of \$7,500.00 for Joe Steinbron for the property at 110 North Franklin Street

3.7 Approval of Commercial Incentive Grant Disbursement Request: Interior Grant in the amount of \$1,127.08 to Boubin Tire & Automotive for the property at 905 East Main Street

3.8 R-077-2022 Resolution Awarding Contract for the Storm Water Wetlands Project

3.9 R-083-2022 Resolution to Approve the State of Iowa Community Development Block Grant Coronavirus (CDBG-CV) Procurement Policy

3.10 R-084-2022 Resolution Approving Contract for the West Main Water Main Replacement Project

3.11 Review the decision of the Board of Adjustment to deny the request submitted by Ron & Apryl Mortenson, for property located at 804 North Franklin Street, for a variance to the Manchester City Code Section 165.06(6.2) "Site Development Regulations" to reduce the rear yard setback requirement of 30 feet to 6.5 feet to allow for an addition to the existing garage on the property

3.12 Review the decision of the Board of Adjustment to approve the request submitted by Dennis & Emmy Besler, for property located at 1209 North 5th Street, for a variance to the Manchester City Code Section 165.06(6.2) "Site Development Regulations" to reduce the front yard setback requirement of 25 feet to 15 feet to allow for the construction of a handicap ramp/deck to the front of the house

3.13 R-085-2022 Resolution Approving Change Order #4 for the East Main Street Improvement Project

3.14 Approve the request of XL Specialized Trailers to have a fireworks display on Saturday, August 20, 2022 during their company picnic

3.15 Approve a Change Order from Reliant Fire Apparatus for an increase of \$3,800.00 to the total price for the Freightliner Fire Pumper

3.16 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the Council. Following review, motion by Scherbring, seconded by Schmitt to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment

VENDOR	DESCRIPTION	AMOUNT
ACCESS SYSTEMS LEASING	IT/COPIER SERVICES	2,525.42
ALLIANT ENERGY	ELECTRICITY	17,599.71
AMAZON CAPITAL SERVICES	SUPPLIES/PROGRAMMING	982.82
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	949.82
BARD MATERIALS	DEVELOPMENT AGREEMENT PAYMENT	8,510.78
BARRON MOTOR	PARTS/SUPPLIES	113.00
BDH	DEVELOPMENT AGREEMENT PAYMENT	2,921.76
BLACK HAWK AUTOMATIC SPRINKLER	ANNUAL SPRINKLER TESTING	235.00
BLACK HILLS ENERGY	HEATING FUEL	2,364.22
BLANK PARK ZOO	LIBRARY MEMBERSHIP	250.00
BOUBIN TIRE & AUTOMOTIVE	VEHICLE TIRES	544.94
BROWN SUPPLY CO	E MAIN PROJECT SUPPLIES	28,674.00
BSN SPORTS	RECREATION SUPPLIES	5.00
BUCHANAN CO SHERIFF'S OFFICE	POLICE SERVICES	32.84
COMMUNITY SAVINGS BANK	DEVELOPMENT AGREEMENT PAYMENT	20,571.89
CONCRETE POLYFIX	FIRE DEPT CRACK REPAIRS	1,090.00
CRAW DADDY OUTDOORS	WHITewater LIFE JACKETS	716.44
DEL CO ABSTRACT CO	ABSTRACT FEES	360.00
DEL CO SECONDARY ROADS	CITY SHARE: E MAIN/210TH PROJ	213,837.70
DOLAN INSURANCE AGENCY	INSURANCE PREMIUM (AUDITED)	1,376.00
DON & WALT	REPAIR/MAINTENANCE	794.71
EASTERN IOWA ASPHALT MAINT	STREET MAINTENANCE	13,260.00
EASTERN IA PUMPING	DEVELOPMENT AGREEMENT PAYMENT	2,008.51
EBSCO	LIBRARY ANNUAL SUBSCRIPTION	3,296.00
EDGEWOOD REMINDER	SUBSCRIPTION	31.00
FAREWAY STORES	CONCESSION SUPPLIES	839.64
FEHR GRAHAM	ENGINEERING FEES	4,130.00
FILAMENT ESSENTIAL SERVICES	SOCS PROGRAM/TEXTCASTER	133.33
GALLS	POLICE: UNIFORM/SUPPLIES	104.93
GEORGEN AUTO	VEHICLE MAINT/REPAIR	640.88
GORDON FLESCH	LIBRARY: PRINTING SUMMER PROG	702.88
HARDIMAN, JACQUELINE	UTILITY DEPOSIT REFUND	513.45
HAUSERS WATER SYSTEMS	CHEMICALS/SUPPLIES	5,010.00
HAWKINS	CHEMICALS	563.62
HERITAGE PRINTING	ENVELOPES	11.50
IA DEPT OF PUBLIC SAFETY	IA ONLINE WARRANTS	4,011.00
IA DEPT OF TRANSPORTATION	STREET PAINT	6,700.56
IN THE SWIM	POOL LADDER BUMPERS	101.94
INFRASTRUCTURE TECHNOLOGY	IT SUPPLIES/SERVICES	300.00
INTERSPIRO	FIRE SCBA SUPPLIES	468.80
J & R SUPPLY	WATER PARTS	1,084.20
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	142.09
KAMMILLER TREE SERVICE	TREE SERVICES	1,800.00
KIESLER'S POLICE SUPPLY	POLICE SUPPLIES	809.79

KLUESNER SANITATION	NUISANCE GARBAGE COLLECTION	15.00
LANGETECH	LIFT STATION EQUIPMENT	4,725.00
LUCAS HOLDINGS	DEVELOPMENT AGREEMENT PAYMENT	7,899.34
MACQUEEN EQUIPMENT	EQUIP PARTS/SERVICE	38.65
MAINSTAY SYSTEMS	NETWORK MAINTENANCE	1,020.00
MANCHESTER SIGNS	SIGNS	303.50
MANCHESTER TRUCK CENTER	MAINTENANCE/REPAIR	1,273.12
MASTERPIECE CLEANING	CITY HALL/PD/AIRPORT CLEANING	880.00
MEDIACOM	PHONE/INTERNET	174.90
MIDAMERICA BOOKS	LIBRARY MATERIALS	29.91
MIDWEST PATCH HI-VIZ SAFETY	STREET SIGNS	2,362.75
MIDWEST TAPE HOOPLA	LIBRARY MATERIALS	164.18
MIDWEST WHEEL COMPANIES	VEHICLE MAINT SUPPLIES	149.94
NORBY DEVELOPMENT	DEVELOPMENT AGREEMENT PAYMENT	21,703.23
NORTHERN LIGHTS DISTR	CONCESSIONS	3,470.58
OPENING SPECIALISTS	PARK DOOR REPLACEMENTS	3,419.50
PEPSI COLA BOTTLING CO	CONCESSIONS	3,045.17
PIRC TOBIN CONSTRUCTION	STREET PROJECT PAYMENTS	135,769.48
PIZZA RANCH	CONCESSIONS	439.00
PLAYTIME	POOL: LILY PAD REPLACEMENT	6,612.60
RIVER CITY STONE	ROCK/STONE	607.39
ROYAL OAKS DEVELOPMENT CORP	DEVELOPMENT AGREEMENT PAYMENT	6,455.23
STEVE MOYLE MASONRY	LIBRARY MASONRY REPAIRS	6,680.00
SCHOLASTIC	LIBRARY MATERIALS	401.81
SCHWAN'S HOME SERVICE	CONCESSIONS	1,395.98
STATE HYGIENIC LABORATORY	LAB TESTS	565.00
SUE'S FLOWER & GARDEN CENTER	LANDSCAPE PLANTS/MATERIALS	515.50
SUNSHINE BOY WINDOW CLEANING	WINDOW MAINTENANCE	125.00
TYLER TECHNOLOGIES	SOFTWARE CONVERSION	1,797.00
UNITY POINT CLINIC	DRUG/ALCOHOL TESTING	168.00
USA BLUE BOOK	LAB SUPPLIES	621.30
VAN METER, ALEXIS	UTILITY DEPOSIT REFUND	48.83
VERIZON WIRELESS	MOBILE DATA	280.13
WALMART	SUPPLIES	784.12
WARE, LEIGHTON	UTILITY DEPOSIT REFUND	44.42
WEDEWER, LEE	UTILITY DEPOSIT REFUND	45.91
WHITE CAP	STREET REFLECTIVE VESTS	329.82
WINDSTREAM	PHONE/INTERNET	862.57
PAYROLL CHECKS	PAYROLL CHECKS	83,702.26
TOTAL		650,046.29
	FUND TOTALS	
	GENERAL	123,434.32
	ROAD USE TAX	21,957.92
	TAX INCREMENT FINANCING	69,271.49
	PARK GIFT & TRUST	716.44
	LORA STEWART TRUST	162.22
	LIBRARY GIFT & TRUST	544.16
	STREET IMPROVEMENT	14,059.25

	SUBDIVISION PROJECTS	2,362.50
	STREET PROJECTS	382,685.93
	WATER FUND	16,482.46
	UTILITY DEPOSIT TRUST	652.61
	WATER CAPITAL PROJECT	150.00
	SEWER FUND	15,204.49
	SEWER CAPITAL PROJECT	2,362.50
	TOTAL	650,046.29

Ordinance 004-2022 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Section 45.02 "Public Consumption or Intoxication" and Section 47.06 "Alcoholic Beverages"

Mayor Behnken reviewed and discussed the proposed ordinance with the Council, noting the first reading and approval had been held at the June 13, 2022 City Council meeting.

Motion by Poynor, seconded by Bradley to waive the second consideration and proceed to the final consideration and adoption of Ordinance 004-2022 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Section 45.02 "Public Consumption or Intoxication" and Section 47.06 "Alcoholic Beverages." Motion carried, all ayes.

Motion by Scherbring, seconded by Bradley to approve the third consideration and final adoption of Ordinance 004-2022 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Section 45.02 "Public Consumption or Intoxication" and Section 47.06 "Alcoholic Beverages." Motion carried, all ayes.

July 11, 2022 City Council Meeting

Motion by Scherbring, seconded by Sherman to change the time for the July 11, 2022 City Council meeting from 5:00pm to 4:00pm due to the Delaware County Fair Parade. Motion carried, all ayes.

Information

City Manager Vick updated the Council on the state's changes to ATV/UTV laws that go into effect on July 1, 2022, noting this would be discussed at a future Committee of the Whole meeting.

Construction Project Updates

Jason Wenger, Burrington Group, and Sam Ertl, Fehr Graham, updated the Council on construction projects in the City.

Reports

City Council and staff reports were given.

Motion by Sherman, seconded by Poynor that the meeting adjourn at 5:28pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk