

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, January 23, 2023

Mayor Behnken called the meeting to order at 5:00pm. The meeting began with the Pledge of Allegiance.

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

Delaware County Economic Development Director Donna Boss introduced new Delaware County Tourism Director Maggie Sommers to the City Council.

Consent Agenda

3.1 Approval of the minutes of the January 9, 2023 City Council meeting and the January 16, 2023 Budget Work Session

3.2 R-005-2023 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: December 8, 2022 Library Board minutes; January 16, 2023 Parks & Rec Commission meeting

3.4 Liquor License Applications: Renewal Application for Off Premise Class E Retail Alcohol License for Fareway Stores, Inc #594 at 109 East Marion Street

3.5 R-006-2023 Resolution Amending Salary Resolution

3.6 Approve payment of claims totaling \$9,189.00 to Fehr Graham for engineering services

3.7 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCESS SYSTEMS LEASING INC	NETWORK/COPIER MAINT AGREEMENT	2,747.31
ACCENT LASER	TONER CARTRIDGES	304.80
ACUMEN ADVISORS	COBRA ADMINISTRATION	1,100.00
ADVANTAGE ARCHIVES	DIGITIZATION OF PAPERS	255.20
AFLAC	PAYROLL WITHHOLDINGS	1,313.42
ALLIANT ENERGY	ELECTRICITY	17,768.15
ALLIED SYSTEMS	LIFT STATION REPAIRS	6,255.34
AMAZON BUSINESS	SUPPLIES	1,184.93
AMERICAN LIBRARY ASSOCIATION	ANNUAL MEMBERSHIP	199.00
ANDERSON WELDING	VEHICLE MAINT PARTS	160.65
ARBOR DAY FOUNDATION	MEMBERSHIP DUES	10.00
AXON ENTERPRISE INC	BODY CAM SUPPLIES	70.35
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	2,281.26
BARD MATERIALS	STREET REPAIRS	975.00
BARRON MOTOR INC	VEHICLE MAINTENANCE	881.38
BASE	SELF INSURANCE/HRA	108.00
BONDURANT COMMUNITY LIBRARY	LIBRARY MATERIALS	42.00
BOUBIN TIRE & AUTOMOTIVE	VEHICLE MAINTENANCE	473.54

BSN SPORTS	REC SUPPLIES	696.86
CEDAR + SALT MARKETING CO	MARKETING CONTRACT	5,300.00
CITY LAUNDERING INC	BUILDING MAINTENANCE	380.42
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	1,897.50
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	347.06
COMELEC SERVICES, INC	INTERNET	103.00
CONNOLLY CONSTRUCTION	E MAIN STORM WATER PROJECT	10,745.63
CONRAD CONSTRUCTION	FIRE BUILDING MAINT	375.00
DEL CO ECONOMIC DEVELOPMENT	2ND HALF DCED ANNUAL CONTRIBUTION	15,000.00
DEL CO SOLID WASTE COMMISSON	LANDFILL	1,018.10
DEL-CLAY FARM EQUIPMENT	VEHICLE MAINTENANCE SUPPLIES	190.56
DIGITAL ALLEY	POLICE CAMERA REPAIR	419.00
DILIGENT CORPORATION	BOARDDOCS AGREEMENT	2,700.00
DON & WALT LLC	REPAIRS, SUPPLIES	341.96
DOUG FOLEY	MILEAGE REIMB	98.25
ECIA	GRANT ADMINISTRATION	6,177.35
EDGEWOOD OIL	VEHICLE MAINTENANCE SUPPLIES	2,502.90
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	48,923.19
ENGINEERED EQUIPMENT SOLUTIONS	BLOWER OIL	814.04
FAREWAY STORES INC	SUPPLIES	42.20
GEORGEN AUTO	VEHICLE MAINTENANCE	3,496.83
GORDON FLESCH INC	COPIER LEASE	188.35
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	820.00
HAUSERS WATER SYSTEMS	WATER FOR CHEMSCAN	20.00
HAWKINS INC	CHEMICALS/SALT	1,224.39
HENDERSON PRODUCTS	PLOW PARTS	326.90
HERITAGE PRINTING	OFFICE SUPPLIES	529.87
HITECH COMMUNICATIONS	LIBRARY/WWTP BUILDING MAINT	292.99
HOTSY CLEANING SYSTEMS	SUPPLIES	270.00
IA ASSOC OF BUILDING OFFICIALS	MEMBERSHIP DUES	75.00
IA DEPT OF NATURAL RESOURCES	PERMITS	400.00
IA DEPT OF REVENUE	PAYROLL/SALES TAXES	7,066.05
IA LIBRARY ASSOC	MEMBERSHIP DUES	95.00
IA ONE CALL	LOCATES	120.10
IA PARKS & REC ASSOCIATION	CONFERENCE REGISTRATION	265.00
ILA/IASL	MEMBERSHIP DUES	130.00
INT'L ASSOCIATION OF CHIEFS OF POLICE	MEMBERSHIP DUES	190.00
IOWA OUTDOORS	SUBSCRIPTION	15.00
IPERS	PAYROLL WITHHOLDINGS	30,529.63
J & R SUPPLY	WATER MAIN REPAIR	600.00
JOHN DEERE FINANCIAL	SUPPLIES	993.86
JOHN KEPPLER	TREE TRIMMING	600.00
JULIE KEMP	CPR RECERTIFICATION	100.00
K & A FARM EQUIPMENT	STACKER SPRINGS	445.18
KAY PARK REC	MEMORIAL BENCH	1,523.75
KEVIN WOOD	LIBRARY PROGRAM	375.00
KIESLER'S POLICE SUPPLY	AMMUNITION	365.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	24,876.90
KMCH INC/DEL CO BROADCASTING INC	RADIO ANNOUNCEMENTS	593.00
LANDSCAPES BY CHILDS PLAY INC	GROUNDS MAINTENANCE	77.50

LANGE TECH	LIFT STATION EQUIPMENT	2,423.38
LINDA MCALLISTER	REFUND OVERPAYMENT	30.00
LYNCH DALLAS PC	LEGAL FEES	33.00
MACQUEEN TRANS IOWA EQUIPMENT	SWEeper PARTS	522.69
MAINSTAY SYSTEMS	NETWORK MAINTENANCE	1,020.00
MANCHESTER AREA CHAMBER OF COMMERCE	CHAMBER AWARDS BANQUET	200.00
MANCHESTER FIRE ASSOCIATION	REIMBURSE SUPPLIES, TRAINING	200.00
MARTIN EQUIPMENT	BACKHOE TEETH PINS, CUTTING EDGE	769.86
MASTERPIECE CLEANING	CLEANING	1,760.00
MEARDON SUEPPEL & DOWNER PLC	LEGAL FEES	2,650.00
MEDIACOM INC	INTERNET	194.90
MELLEN & ASSOCIATES	SUPPLIES	1,453.12
MES FIRE MUNICIPAL EMERG SVCS	FIRE SUPPLIES	307.50
MIDAMERICA BOOKS	LIBRARY MATERIALS	196.55
MIDWEST PATCH HI-VIZ SAFETY	STREET SIGNS	3,903.50
MIDWEST TAPE LLC/HOOPLA	LIBRARY SUPPLIES & MATERIALS	568.07
MISSIONSQUARE	PAYROLL WITHHOLDINGS	1,864.08
MORTON SALT	STREET SALT	27,075.30
MUNICIPAL SUPPLY	WELL 7 METER HEAD	130.42
NORTHLAND PRODUCTS COMPANY	OIL	169.95
OVERDRIVE	LIBRARY MATERIALS	621.59
PALMER HARDWARE	SUPPLIES	2,561.28
PETERS & LONGMUIR PLC	LEGAL FEES	904.00
PIRC TOBIN CONSTRUCTION	PAY #9 EAST MAIN PROJECT	1,755.22
PITNEY BOWES	POSTAGE METER	1,093.49
PRICE INDUSTRIAL ELECTRIC	WWTP LIGHTING	1,244.11
QUILL CORPORATION	OFFICE SUPPLIES	100.73
RADIO COMMUNICATIONS	RADIO MAINTENANCE	372.16
RIVER CITY PAVING	SAND/ICE CONTROL	2,534.52
SCHMITZ JANITORIAL	CLEANING SUPPLIES	82.00
SCHUMACHER ELEVATOR	ELEVATOR MAINTENANCE	186.10
SLATER'S AUTO GLASS	WINDSHIELD REPAIR	59.95
SPEER FINANCIAL	TIF REPORT	375.00
STACYVILLE PUBLIC LIBRARY	LIBRARY MATERIALS	20.00
STAR EQUIPMENT	SNOW PLOW BLADES	459.62
STATE HYGENIC LABORATORY	TESTING	666.00
STOREY KENWORTHY INC	OFFICE SUPPLIES	445.60
SUNSHINE BOY WINDOW CLEANING	BUILDING MAINTENANCE	100.00
T&W GRINDING	COMPOST CONTRACT	11,557.00
TECHNICOM	PHONE SYSTEM MAINTENANCE	68.00
TERMINAL SUPPLY CO	SHOP SUPPLIES	108.94
THE FISH SHACK	TANK MAINTENANCE	75.00
THE WALDINGER CORPORATION	AIR HANDLER	906.83
THREE RIVERS FS	FUEL	8,250.51
TOP GRADE EXCAVATING	LIFT STATION MAINTENANCE	25,715.00
TRUCK COUNTRY OF IOWA	VEHICLE MAINTENANCE SUPPLIES	413.26
US CELLULAR	MONTHLY CELL/DATA CHARGES	44.48
USA BLUE BOOK	CHLORINATOR	505.03
VISA	LIBRARY UNIFORMS	384.85
VOYA	PAYROLL WITHHOLDINGS	4,014.00

WALMART	SUPPLIES	166.61
WELLMARK	HEALTH/DENTAL INSURANCE	5,759.36
WIN TECHNOLOGY	PHONE/INTERNET	275.00
WINDSTREAM	PHONE/INTERNET	807.60
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	395.06
	TOTAL	329,308.87
	Fund	Amount
	001 - GENERAL	178,343.40
	003 - HOTEL/MOTEL TAX	5,000.00
	019 - ANIMAL CONTROL	43.42
	110 - ROAD USE TAX	58,196.72
	112 - EMPLOYEE BENEFITS	1,208.00
	161 - ACQUISITION/DEMOLITION	4,800.00
	168 - PARK GIFT & TRUST	1,823.75
	169 - LORA STEWART TRUST	374.28
	171 - LIBRARY GIFT & TRUST	135.77
	307 - WHITEWATER/RIVERFRONT PARK PROJ	1,377.35
	310 - STORM WATER/WQI PROJECTS	10,745.63
	324 - STREET PROJECTS	1,755.22
	600 - WATER	13,832.50
	610 - SEWER	39,102.86
	612 - SEWER CAPITAL IMPROVEMENTS	12,569.97
	Grand Total:	329,308.87

Airport Land Acquisition

Mayor Behnken referred the City Council to information in the Council packet, noting the City has been working to secure land adjacent to the Manchester Municipal Airport to allow for future runway expansion and to meet FAA runway safety requirements. The company, Midwest Right of Way, had been working on the City's behalf to negotiate the acquisition of the five tracts needed with the three property owners; however an impasse has occurred. The next step in the process would be to authorize the City Attorney to enter into negotiations with the property owners and begin eminent domain proceedings if he is unable to reach a purchase agreement.

The Council discussed the airport runway expansion, the history of the land acquisition negotiations, the land needed, the FAA funding, the appraisals completed on the land, and the next steps. Following discussion, motion by Poynor, seconded by Sherman to authorize the City Attorney to negotiate the purchase of the land at the airport and, if necessary, begin eminent domain proceedings. On call of roll: AYES: Poynor, Sherman, Scherbring, Bradley. NAYS: Schmitt. Motion carried.

Construction Project Updates

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

Reports

City Council and staff reports were given.

Closed Session

Motion by Sherman, seconded by Bradley to enter into closed session at 5:27pm pursuant to Iowa Code Section 20.17(3) to discuss union negotiations. Motion carried, all ayes.

City Attorney Longmuir advised this was a lawful reason to enter closed session.

The City Council returned to open session at 6:02pm.

Motion by Scherbring, seconded by Bradley that the meeting adjourn at 6:03pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk