

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa
 Monday, June 26, 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 Schmitt, seconded by Sherman to approve the agenda as presented. On call of roll: Ayes: Schmitt, Sherman, Poynor, Scherbring, Bradley. Nays: None. Motion carried.

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the June 12, 2023 Regular City Council meeting

3.2 R-056-2023 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the May 11, 2023 Library Board meeting; minutes of the June 19, 2023 Parks & Recreation Commission meeting

3.4 Downtown Incentive Grant Program Payments: Acquisition Assistance Grant in the amount of \$340.00 to Milestones Group for the property at 201 East Main Street

3.5 R-057-2023 Resolution Setting the Salaries for Appointed Officers and Employees of the City of Manchester, Iowa for the Fiscal Year beginning July 1, 2023

3.6 Approve the request of the Hero Hustle Committee to use Schram Park for the Hero Hustle Sprint Triathlon on August 27, 2023

3.7 Approve the request of the First Manchester BBQ Cook-off Competition to use the grass area from the West Main Street Bridge to the Watershed property along River Street on Saturday, July 8, 2023

3.8 R-058-2023 Resolution Approving Final Plat (Oak View Estates Subdivision of Lots 6, 7, and 8)

3.9 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the Council. Motion by Bradley, seconded by Poynor to approve the Consent Agenda. On call of roll: Ayes: Bradley, Poynor, Sherman, Scherbring, Schmitt. Nays: None. Motion carried.

Bills approved for payment:

Vendor	Description	Amount
ACCENT LASER INC	TONER CARTRIDGES	64.95
ACCESS SYSTEMS LEASING INC	NETWORK MAINT AGREEMENT	2,403.72
AFLAC	PAYROLL WITHHOLDINGS	656.71
ALEX AIR APPARATUS INC	FIRE HELMET LIGHTS	3,170.00
ALLIANT ENERGY	ELECTRICITY	16,846.63
ALLYSON ENGELKEN	UKULELE PROGRAM	100.00
AMAZON BUSINESS	SUPPLIES, LIBRARY MATERIALS	340.03
ARLYS HANSEN	REFUND SHELTER	20.00
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	356.08
BARD MATERIALS INC	CONCRETE	4,479.30
BLACK HILLS ENERGY	NATURAL GAS	1,514.08
BLANK PARK ZOO	LIBRARY PROGRAM	230.92
BOUBIN TIRE & AUTOMOTIVE	VEHICLE TIRES	405.84

BREHME DRUG	FIRST AID SUPPLIES	5.97
BRODART CO	LIBRARY BOOK DROP	6,437.38
BURRINGTON GROUP	ENGINEERING FEES	7,003.50
CASTLE THEATRE	SUMMER READING PRIZES	195.00
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	948.75
COLLECTION SERVICE CENTER	CHILD SUPPORT	173.53
COMELEC SERVICES	PHONE/INTERNET	103.00
DEL CO SOLID WASTE COMMISSION	LANDFILL CHARGES	1,019.50
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	24,857.50
EMERGENCY SERVICES MARKETING	FIRE TEXT NOTIFICATION SYSTEM	965.00
FAREWAY STORES INC	CONCESSIONS	704.67
FEHR GRAHAM	ENGINEERING FEES	19,248.25
GEORGEN AUTO	VEHICLE MAINTENANCE	1,344.18
GORDON FLESCH	LIBRARY MAINT CONTRACT	87.13
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	410.00
IA DEPT OF PUBLIC SAFETY	IOWA SYSTEMS/WCIC	4,062.00
IA DEPT OF REVENUE	SALES/PAYROLL TAXES	3,200.08
IA DIVISION OF LABOR SERVICES	BOILER INSPECTIONS	540.00
INFRASTRUCTURE TECHNOLOGY	FIRE VPN HOOK-UP	365.00
IPERS	PAYROLL WITHHOLDINGS	13,674.17
JOHN DEERE FINANCIAL	OPERATING SUPPLIES	587.10
KAMMILLER TREE SERVICE LLC	TREE REMOVALS	4,600.00
KENDRA GOURLEY	REFUND SHELTER	20.00
KLUESNER SANITATION	GARBAGE/RECYCLING	25,688.30
LANGE TECH	LIFT STATION REPAIRS	2,128.00
MAINSTAY SYSTEMS	IT SERVICE CONTRACT	1,071.00
MANCHESTER SIGNS	TRUCK LOGO	121.50
MAQUOKETA VALLEY ELECTRIC COOP	ELECTRICITY	155.60
MASTERPIECE CLEANING	CLEANING	440.00
MELISSA LINDSAY	INVESTIGATIVE EXAM	200.00
MISSIONSQUARE	PAYROLL WITHHOLDINGS	932.04
NICC	FIRE DEPT CEU'S	200.00
NORTHERN LIGHTS DISTRIBUTING	POOL & COMPLEX CONCESSIONS	2,834.53
NORTHWAY WELL & PUMP	POOL PUMP MAINTENANCE	2,385.00
ONE SOLUTION	POOL PHONE/INTERNET	142.50
OVERDRIVE	LIBRARY MATERIALS	1,982.13
PALMER HARDWARE INC	SUPPLIES	815.98
PEPSI COLA BOTTLING CO	POOL & COMPLEX CONCESSIONS	2,845.37
PITNEY BOWES	POSTAGE	91.29
PIZZA RANCH	POOL & COMPLEX CONCESSIONS	1,223.25
PRICE ELECTRIC	TIRRILL PARK FOUNTAIN	7,900.95
RIVER CITY STONE INC	ROCK/STONE	1,374.20
SANDRY FIRE SUPPLY	FITTINGS/HOSES	597.50
SARAH HOLUB	REFUND SWIM LESSONS	80.00
SCHMITZ JANITORIAL SUPPLY	OPERATING SUPPLIES	635.55
SCHWAN'S HOME SERVICE	POOL CONCESSIONS	686.57
SIMON'S LAWN CARE & MAINT	DOG PARK SEEDING	3,500.00
STATE HYGENIC LAB	TESTING	181.00

STOREY KENWORTHY	SUPPLIES	552.24
SUE'S FLOWER & GARDEN CENTER	TREES/PLANTS	335.25
SUPREME GREEN INC	MOWING	150.00
T & W GRINDNG	COMPOST CONTRACT	10,738.00
THREE RIVERS FS	VEHICLE FUEL	1,111.70
UNCLE IKE'S MUSIC & SOUND	LIBRARY PROGRAM	88.00
US CELLULAR	MOBILE DATA	44.48
USA BLUE BOOK	CHEMICALS	641.19
VERIZON WIRELESS	POLICE MOBILE DATA	280.27
VERLE'S HUNTING & FISHING	POLICE SUPPLIES	84.50
VISA	MONTHLY USAGE	8,413.98
VOYA	PAYROLL WITHHOLDINGS	2,082.00
WALMART	OPERATING SUPPLIES	332.31
WELLMARK	HEALTH/DENTAL INSURANCE	2,954.65
WINDSTREAM	PHONE/INTERNET	833.55
TOTAL		207,994.35
	Fund Summary	
	Fund	Amount
	001 - GENERAL	137,439.58
	110 - ROAD USE TAX	7,884.54
	168 - PARK GIFT & TRUST	5,687.79
	169 - LORA STEWART TRUST	70.59
	171 - LIBRARY GIFT & TRUST	6,902.00
	301 - CAPITAL PROJECTS	5,050.00
	308 - BIKEWAY/WALKWAY PROJECTS	2,915.70
	309 - STREET IMPROVEMENT	287.58
	310 - STORM WATER/WQI PROJECTS	1,503.50
	324 - STREET PROJECTS	19,248.25
	325 - FLOOD/STORM REPAIRS	575.00
	600 - WATER	6,792.61
	610 - SEWER	13,187.21
	612 - SEWER CAPITAL IMPROVEMENTS	450.00
	Total	207,994.35

Public Hearing on Proposed Development Agreement with SAIF Investments, LLC

Mayor Behnken opened the Public Hearing at 5:05pm. City Manager Vick informed the Council that the development agreement provides for a ten year 80% tax rebate for SAIF Investments, LLC in connection with the construction of the Family Dollar/Dollar Tree retail store at 1050 West Main Street. Vick noted this is similar to previous development agreements. Developer Wes Schulte commented that the store is on pace to open in November 2023. There being no further comments to be heard and no written comments on file, Mayor Behnken closed the Public Hearing at 5:07pm.

Motion by Scherbring, seconded by Sherman to adopt R-059-2023 Resolution Approving Development Agreement with SAIF Investments, LLC, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. On call of roll: Ayes: Scherbring, Sherman, Poynor, Schmitt, Bradley. Nays: None. Motion carried.

Joe Hildebrand – Review & Discussion on Proposed Development

Joe Hildebrand reviewed with the Council his plans for a potential residential development on property he owns at 1627 220th Street. Mr. Hildebrand and the Council discussed several items regarding the potential development, including: annexation of the property, water and sewer service to the property, timeframe for the development, and funding options. The Council was supportive of the proposed project and directed City staff to continue working with the developer and engineer to formalize plans.

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 Bradley, seconded by Schmitt that the meeting adjourn at 5:46pm. On call of roll: Ayes: Bradley, Schmitt, Sherman, Poynor, Scherbring. Nays: None. Motion carried.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk