

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa
Monday, February 24, 2025

Video recordings of City Council meetings are available at
<https://www.youtube.com/@cityofmanchesteriowa9648>

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

Roll call of members present: Linda Schmitt, Joe Dittrick, Mary Ann Poynor, Bill Scherbring, Bryan Gray. Absent: Mayor Connie Behnken.

Motion by Schmitt, seconded by Gray to approve the agenda as presented. On call of roll: Ayes: Schmitt, Gray, Dittrick, Scherbring, Poynor. Nays: None. Motion carried.

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the February 10, 2025 Regular City Council Meeting and the February 17, 2025 City Council Budget Work Session

3.2 R-017-2025 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the January 9, 2025 Library Board meeting; 2024 Annual Report for the Aquatic Center; 2024 Annual Report for the Water Department; 2024 Annual Report for the Wastewater Department; 2024 Annual Report for the Building Department; minutes of the February 13, 2025 Planning & Zoning Commission meeting

3.4 Liquor License Applications: Renewal Application for Off Premise Class E Retail Alcohol License for Wal-Mart Store #1506 at 1220 West Main Street

3.5 R-018-2025 Resolution Approving Property Tax Abatement Applications Submitted by Property Owners in Recognized Urban Revitalization Areas and Authorizing the Transmittal of the Approved Applications to the Delaware County Assessor

3.6 R-019-2025 Resolution Approving Preliminary & Final Plat of Radabaugh Subdivision

3.7 R-020-2025 Resolution Authorizing and Approving a Loan Agreement, Providing for the Issuance of \$670,000 General Obligation Corporate Purpose Bonds, Series 2025A, and Providing for the Levy of Taxes to Pay the Same

3.8 R-021-2025 Resolution Authorizing and Approving a Loan Agreement, Providing for the Issuance of \$670,000 Taxable General Obligation Corporate Purpose Bonds, Series 2025B, and Providing for the Levy of Taxes to Pay the Same

3.9 Approval of the Consent Agenda

Mayor Pro Tem Poynor reviewed items on the Consent Agenda with the City Council. Motion by Scherbring, seconded by Dittrick to approve the Consent Agenda items. On call of roll: Ayes: Scherbring, Dittrick, Schmitt, Gray, Poynor. Nays: None. Motion carried.

Bills approved for payment

Vendor	Description	Amount
AFLAC	PAYROLL WITHHOLDINGS	708.73
ALLIANT ENERGY	ELECTRICITY	19,465.74
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	526.46
CITY OF MANCHESTER CHRISTMAS CLUB	PAYROLL WITHHOLDINGS	290.00
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	1,349.75
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	173.53
COMELEC SERVICES	SHOP INTERNET	103.00
DEL CO PLUMBING & HEATING	LIBRARY BOILER REPAIR	150.00

DEMCO	OFFICE SUPPLIES	248.98
EASTERN IA PUMPING	DEV AGREEMENT PAYMENTS (RE-ISSUE)	27,244.96
EFTPS - FED, FICA, MEDICARE	PAYROLL WITHHOLDINGS	19,829.87
ERIN LEARN PETTY CASH	REPLENISH PETTY CASH	83.76
IA DEPT OF REVENUE	SALES/PAYROLL TAXES	2,533.84
IPERS	PAYROLL WITHHOLDINGS	13,449.81
JAMES KENNEDY PUBLIC LIBRARY	LIBRARY MATERIALS	19.99
JASMINE WHITE	AIRPORT CLEANING	93.89
LAURENS PUBLIC LIBRARY	LIBRARY MATERIALS	25.95
LINN CO CLERK OF COURT	REIMBURSE OVERPAYMENT	10.32
MAQUOKETA VALLEY REC	STREET LIGHTING	148.56
MASTERPIECE CLEANING	CUSTODIAL	800.00
MEDICAL ASSOCIATES	DRUG SCREENING	60.00
MISSIONSQUARE	PAYROLL WITHHOLDINGS	969.08
PITNEY BOWES	POSTAGE REFILL	1,009.75
POSY PLACE FLORAL & GIFTS	MEMORIAL	75.00
SIMMERING CORY	ANNUAL CITY CODE WEB HOSTING	475.00
STATE CHEMICAL SOLUTIONS	DRAIN MAINTENANCE PROGRAM	326.20
UNITY POINT CLINIC	DRUG SCREENING	42.00
US CELLULAR	FIRE MOBILE DATA	44.78
USA BLUE BOOK	TESTING SUPPLIES	287.47
VOYA	PAYROLL WITHHOLDINGS	3,051.23
WALMART	SUPPLIES	49.57
WELLMARK	HEALTH/DENTAL INSURANCE	3,014.74
WELTER STORAGE EQUIPMENT	FIRE: OFFICE FURNITURE	642.00
WINDSTREAM	PHONE/INTERNET	811.35
	TOTAL	98,115.31
	Fund Summary	
	Fund	
	001 - GENERAL	50,520.93
	110 - ROAD USE TAX	5,364.49
	125 - TAX INCREMENT FINANCING	27,244.96
	171 - LIBRARY GIFT & TRUST	66.71
	600 - WATER	4,353.19
	610 - SEWER	10,565.03
	Grand Total	98,115.31

Cars & Coffee - Austin Timmerman

Austin Timmerman, 2364 180th Avenue, addressed the City Council about a monthly event he would like to hold at the Whitewater Park called "Cars & Coffee." The event would be once a month during the warmer months on a Saturday morning from 8:00am-11:00am. Timmerman discussed the plans with the City Council. Motion by Dittrick, seconded by Gray to approve the Cars & Coffee event to be held at the Manchester Whitewater Park on the last Saturday of the month from March-September from 8:00-11:00am. On call of roll: Ayes: Dittrick, Gray, Schmitt, Scherbring, Poynor. Nays: None. Motion carried.

Review of Dog Park Rules

The City Council reviewed the proposed rules for the dog park. Motion by Scherbring, seconded by Schmitt to approve the rules for the dog park as presented. On call of roll: Ayes: Scherbring, Schmitt, Gray, Dittrick, Poynor. Nays: None. Motion carried.

Dog Park Amenities

Motion by Gray, seconded by Dittrick to approve the purchase of two dog drinking fountains for the dog park to be reimbursed by the Dog Park Committee. On call of roll: Ayes: Gray, Dittrick, Scherbring, Schmitt, Poynor. Nays: None. Motion carried.

Agreement between the City of Manchester and the Chauffeurs, Teamsters and Helpers Local Union No. 238 Affiliated with International Brotherhood of Teamsters covering the Police Bargaining Unit

Motion by Scherbring, seconded by Dittrick to adopt R-022-2025 Resolution Approving the Agreement between the City of Manchester and the Chauffeurs, Teamsters and Helpers Local Union No. 238 Affiliated with International Brotherhood of Teamsters covering the Police Bargaining Unit. On call of roll: Ayes: Scherbring, Dittrick, Schmitt, Gray, Poynor. Nays: None. Motion carried.

Iowa Department of Transportation Federal Aid Agreement for a City Highway Bridge Program Project for the West Marion Street Bridge Project

Motion by Gray, seconded by Schmitt to adopt R-023-2025 Resolution Approving the Iowa Department of Transportation Federal Aid Agreement for a City Highway Bridge Program Project for the West Marion Street Bridge Project. On call of roll: Ayes: Gray, Schmitt, Dittrick, Scherbring, Poynor. Nays: None. Motion carried.

Infrastructure Technology Solutions quote in the amount of \$63,178.59 for Security Cameras and Door Access Control Systems

Motion by Schmitt, seconded by Scherbring to approve the quote from Infrastructure Technology Solutions in the amount of \$63,178.59 for Security Cameras and Door Access Control Systems. On call of roll: Ayes: Schmitt, Scherbring, Dittrick, Gray, Poynor. Nays: None. Motion carried.

R-024-2025 Resolution Approving Airport Hangar Lease

Motion by Scherbring, seconded by Schmitt to adopt R-024-2025 Resolution Approving Airport Hangar Lease. On call of roll: Ayes: Scherbring, Schmitt, Gray, Dittrick, Poynor. Nays: None. Motion carried.

Engineer Updates

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

Reports

City Staff and City Council reports were given.

Motion by Scherbring, seconded by Dittrick that the meeting adjourn at 5:47pm. On call of roll: Ayes: Scherbring, Dittrick, Gray, Schmitt, Poynor. Nays: None. Motion carried.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk