

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, January 11, 2016

1. Opening

1.1 Call to Order

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

1.2 Roll Call

Roll call of members present: Dean Sherman, Mary Ann Poynor, Dan Stelken, Connie Behnken, Ron Struble. Absent: None.

1.3 Approval of the Agenda

Mayor Kramer informed the Council that the closed session was included in error and should be removed from the agenda. Motion by Sherman, seconded by Behnken to approve the agenda as amended. Motion carried, all ayes.

2. Consent Agenda

2.1 Approval of the minutes of the December 21, 2015 City Council Meeting

2.2 R-001-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- December 2015 Wastewater Reports
- 2015 Manchester Family Aquatic Center Final Report
- minutes of the 1-8-2016 Board of Adjustment meeting

2.4 Liquor License Applications

- Renewal application for Off Premise Class C Beer Permit with Native Wine Permit and Sunday Sales for Casey's General Store #2624
- Renewal application for Off Premise Class C Beer Permit with Sunday Sales for Dollar General Store #4812
- New application for On Premise Class C Liquor License with Catering Privilege and Sunday Sales for Blanco Mexican Restaurant (formerly Las Flores)
- Renewal application for On Premise Class B Beer Permit with Sunday Sales for Chuong Garden Restaurant

2.5 R-002-2016 Resolution Amending Salary Resolution (Dispatch, Parks, Library, Seasonal)

2.6 Downtown Incentive Program

- Approve payment of a Facade Grant in the amount of \$2,496.66 to Friends of Castle Theatre for the property at 112 East Main Street

2.7 Board of Adjustment

- Review decision of the Board of Adjustment to approve the request of Michael Manson for the property at 1211 North 2nd Street, for an exception to Section 165.24.10(b)(1), of the City of Manchester Code of Ordinances, which would allow for an increase of 216 square feet to the maximum allowable 1,200 square feet for a private residential garage building

2.8 R-003-2016 Street Lighting Resolution

2.9 R-004-2016 Resolution Approving Change Order #1 for the South 5th Street Water Main Relocation Project

2.10 R-005-2016 Resolution Accepting Work Covering the South 5th Street Water Main Relocation Project

2.11 Goal Setting Report

2.12 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER, INC	TONER	294.80
ACCESS SYSTEMS LEASING	COPIER MAINTENANCE	305.00
AFLAC	PAYROLL WITHHOLDINGS	444.58
AK SPORTS	DISPATCHER EMBROIDERY	116.48
ALLIANT ENERGY	ELECTRICITY	16,483.55
AMAZON	LIB MATERIALS	209.33
ARBOR DAY FOUNDATION	ANNUAL DUES	25.00
BAKER & TAYLOR BOOKS	LIB MATERIALS	776.58
BARCO MUNICIPAL PRODUCTS	EQUIPMENT	2,326.17
BARRON MOTOR SUPPLY	VEHICLE MAIN SUPPLIES	332.50
BAUMGARTNER GATE FACTORY	SUPPLIES	163.50
BECKER, KRIS	INSTRUCTOR FEE	126.00
BOUBIN TIRE	TIRES	874.96
BROWN SUPPLY CO, INC	OPERATING SUPPLIES	5,343.25
BROWN, CECIL	VOLLEYBALL SUPERVISOR	120.00
CASCADE FIRE DEPARTMENT	FIRE: TURNOUT GEAR	1,100.00
CENGAGE LEARNING	LIB MATERIALS	215.13
CENTER POINT	LIB MATERIALS	124.02
CITY LAUNDERING	SUPPLIES	457.93
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	2,103.69
CLARK, ROD	SEIBERT CLEANING	58.84
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	267.52
COLOFF DIGITAL	WEBSITE	1,620.00
CORKERY, KATHY	REIMB UNIFORM FEE	40.50
DAVE LIPINSKI	2016 HERO HUSTLE TIMING	250.00
DEL CO ECONOMIC DEVELOPMENT	2ND HALF ANNUAL CONTRIBUTION	15,000.00
DEL CO FAIR SOCIETY	AEROBICS ROOM RENTAL	42.00
DEL CO RECORDER	RECORDING FEES	34.00
DEL CO TOURISM	COMM PROM GRANT: TOURISM	5,000.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	750.00
DON & WALT, LLC	BUILDING MAINT	161.23
DORSEY & WHITNEY, LLP	LEGAL FEES	990.25
DYERSVILLE COMMERCIAL	PUBLICATION EXPENSE	535.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	20,652.52
ELECTRICAL ENGINEERING	REPAIRS	593.75
ENGINEERED EQUIPMENT SOL	BLOWER OIL	396.00
FAREWAY STORES	SUPPLIES	107.40
FOX APPARATUS REPAIR	VEHICLE MAINTENANCE	119.50
FRASHER, JR., ROBERT E.	SEIBERT CLEANING	34.50
GALLS	POLICE SUPPLIES	236.18
GEORGEN AUTO	TIRES	1,208.28
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	540.00
HACH CO, INC	CHEMICALS	382.89
HAIGHT, JASON	REIMB SUPPLIES	30.52
HAUSERS WATER CONDITION	OPERATING SUPPLIES	20.00
HAWKINS, INC.	CHEMICALS	372.28

HORSFIELD CONSTRUCTION	PAY 1: SOUTH 5TH WATER	24,081.64
IA LIBRARY ASSOC	ANNUAL CONFERENCE	120.00
IA ONE CALL	ONE CALL FEES	35.40
IA PATCH	HIGH PERFORMANCE PATCH	1,433.60
INGRAM LIBRARY SERVICES,	LIB MATERIALS	24.14
INSTITUTE OF PUBLIC AFFAI	GOAL SETTING	1,802.85
IPERS	PAYROLL WITHHOLDINGS	32,279.15
ISU CONFERENCE PLANNING & MGT	SHADE TREE SHORT COURSE	704.00
J & R SUPPLY, INC	OPERATING SUPPLIES	2,789.34
JOHN DEERE FINANCIAL	OPERATING SUPPLIES	464.64
KARR, LLC	OFFICE SUPPLIES	714.56
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	229.26
MANCHESTER AREA CHAMBER	MEETINGS	49.00
MANCHESTER CARQUEST	VEHICLE MAINT SUPPLIES	5.19
MANCHESTER FIRE FIGHTERS	REIMB ASSOCIATION	658.28
MANCHESTER PRESS	PUBLICATION EXPENSE	771.64
MATTESON, TAYLOR	REIMB CONFERENCE	240.00
MEARDON, SUEPPEL, DOWNER	LEGAL SERVICES	650.00
MEDIACOM	PHONE & INTERNET	407.41
MID-STATES ORGANIZED CRIME	ANNUAL MEMBERSHIP	100.00
MIDWEST TAPE	LIB MATERIALS	633.58
MIKE'S LANDSCAPING & LAWN	LEAF CLEAN UP	140.00
MORRISON, LAWSON	SEIBERT CLEANING	14.50
MUNICIPAL SUPPLY	OPERATING SUPPLIES	967.50
MUSGROVE, CHANCE	SEIBERT CLEANING	59.25
NE IA TELEPHONE SERVICE	OFFICE SUPPLIES	92.86
NEUHAUS CONSTRUCTION	REIMB OVERPAYMENT/CONTR LIC	100.00
NFPA	SUBSCRIPTION	175.00
NICC	REIMB MREP MEDIACOM	1,258.80
NORTHERN IOWA TREE CARE	STUMP REMOVAL	150.00
OASIS PUMP SERVICE	VOL ASSESSMENT: HILDEBRAND	7,212.05
OLIVE THAT DELI, LLC	MEETING SUPPLIES	138.35
PALMER HARDWARE	OPERATING SUPPLIES	851.98
PAZ, IRMA	SEIBERT CLEANING	42.25
PETERS LAW OFFICE	LEGAL FEES	916.96
PITNEY BOWES	POSTAGE MACHINE	360.72
PITNEY BOWES	POSTAGE	1.50
POSTMASTER	POSTAGE	583.23
PRONTO MART	FUEL	11.66
PUBLIC SAFETY SOURCE	PD: VERTICAL MOUNT	346.00
RADIO COMMUNICATIONS, INC	TECH SERVICE	992.97
REGIONAL MEDICAL CENTER	PHYSICAL	55.00
RELIANCE STANDARD LIFE INS	INSURANCE	426.15
RHOMAR INDUSTRIES, INC	NEUTRALIZER	535.94
RITCHISON, ROBERT	SEIBERT CLEANING	86.58
ROBERSON FIRE & SAFETY	RADIO ADAPTORS	1,136.20
SCHROEDERS CASH SUPPLY	BUILDING MATERIALS	363.44
SHERE, ANGELA	REIMB LIB BOOKS	51.80
SMALL ANIMAL CLINIC	POLICE CANINE EXAM	105.00
SOLUTIONS MANAGEMENT GROUP	PRINTER MAINTENANCE	175.57
STANDARD AUTO PARTS	VEHICLE MAINT SUPPLIES	68.30

SUNSHINE BOY WINDOW CLEAN	LIB MAINTENANCE	140.00
SUPREME GREEN LAWN CARE	SNOW REMOVAL	1,030.00
T & W GRINDING	COMPOST CONTRACT	8,250.00
THE BOOK HOUSE	LIB MATERIALS	1,085.71
TRAF-O-TERIA SYSTEM	PARKING TICKETS	245.13
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	3,320.00
TRI-TECH FORENSICS, INC	SPECIMEN SUPPLIES	57.05
TRUE NORTH COMPANIES	VOLUNTEER FIRE LIFE INSURANCE	359.10
UNITY POINT CLINIC-OCCUP	DRUG TEST	37.00
US CELLULAR	CELL/MOBILE DATA	194.33
VANDEVORDE, CARLA	SEIBERT CLEANING	89.58
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	671.60
VERIZON WIRELESS	MOBILE DATA	268.29
VICK, TIMOTHY J	MILEAGE REIMB	34.50
VISION SERVICE PLAN	INSURANCE	577.84
WALMART COMMUNITY/RFCSELLC	OFFICE SUPPLIES	355.57
WAUGH, CHASE	SEIBERT CLEANING	14.50
WEINER'S STUMP REMOVAL	TRIMMING, REMOVAL	1,170.00
WELLMARK	INSURANCE	25,246.74
WINDSTREAM	PHONE & INTERNET	1,125.37
WULFEKUHLE, CHAD	AGRI-FAB YARD VAC	500.00
ZEE MEDICAL, INC	SUPPLIES	56.34
ZIMMER & FRANCESCON, INC	VOGELSANG PUMP	358.00
PAYROLL CHECKS		52,744.46
DEPOSIT REFUNDS ON 12/21/2015		298.32
		265,228.30
	FUND TOTALS	
	GENERAL	136,011.71
	HOTEL MOTEL TAX	5,000.00
	HOLIDAY DECORATIONS	14.95
	ROAD USE TAX	21,119.01
	EMPLOYEE BENEFIT	19,666.81
	POLICE SPECIAL USES	65.39
	TIRRILL TRUST	574.73
	PARK GIFT & TRUST	250.00
	LIBRARY GIFT & TRUST	1,114.69
	POLICE CANINE	105.00
	DOWNTOWN INCENTIVE	197.65
	STREET PROJECTS	25,146.88
	WATER	32,146.56
	UTILITY DEPOSIT TRUST	298.32
	SEWER	23,516.60
	TOTAL	265,228.30

3. Items Removed from the Consent Agenda

None.

4. Public Hearings

None.

5. Regular Agenda Items

5.1 Country Cruisers Car Club Event - August 12 & 13, 2016

Tom Amthauer, Country Cruisers, discussed with the Council the plans for the 2016 Car Cruise and Show.

Following discussion, the Council asked Mr. Amthauer to work with the Police Chief and Street Superintendent to review the street closure options for the event.

5.2 R-006-2016 Resolution of Support for a Workforce Housing Tax Credit (WHTC) Benefit Application to be submitted the Iowa Economic Development Authority (IEDA) by Wesley D. Schulte for a 16 Unit Senior Housing Project located at 900 West Marion Street

Motion by Poynor, seconded by Struble to adopt R-006-2015 Resolution of Support for a Workforce Housing Tax Credit (WHTC) Benefit Application to be submitted the Iowa Economic Development Authority (IEDA) by Wesley D. Schulte for a 16 Unit Senior Housing Project located at 900 West Marion Street. Motion carried, all ayes.

5.3 Whitewater Park Project

Mayor Kramer referred the Council to the quote received for modifying structure 3.5 in the Whitewater Park, noting that only one quote had been received from Tschiggfrie Excavating in the amount of \$34,227.10.

The Council discussed at length the modifications to be made, grouting of the structure, safety concerns, and the materials to be used.

Motion by Stelken, seconded by Behnken to approve quote from Tschiggfrie Excavating in the amount of \$34,227.10 to modify structure 3.5. ON CALL OF ROLL: AYES: Stelken, Behnken, Poynor, Struble. NAYS: Sherman. Motion carried.

5.4 Ordinance 015-2015 An Ordinance Amending the Official Zoning Map

Motion by Poynor, seconded by Struble to waive the second consideration and proceed to the third consideration and final adoption of Ordinance 015-2015. Motion carried, all ayes.

Motion by Stelken, seconded by Sherman to approve the third consideration and final adoption of Ordinance 015-2015. Motion carried, all ayes.

5.5 Ordinance 016-2015 An Ordinance Designating an Area of Manchester, Iowa, as the Manchester Urban Revitalization Area

Motion by Sherman, seconded by Struble to waive the second consideration and proceed to the third consideration and final adoption of Ordinance 016-2015. Motion carried, all ayes.

Motion by Poynor, seconded by Stelken to approve the third consideration and final adoption of Ordinance 016-2015. Motion carried, all ayes.

6. Construction Project Updates

Ryan Wicks, Fehr Graham, updated the Council on construction projects in the City.

7. Reports

7.1 City Attorney

None.

7.2 City Manager

City Manager Vick updated the Council on union negotiations and work on the proposed budget for next fiscal year.

7.3 City Clerk

None.

7.4 City Council Members

Council Member Sherman reminded the Council of the Good to Great Visioning meeting to be held on January 15 at noon at Fireside.

7.5 Mayor

None.

8. Information

The Council reviewed the correspondence received.

9. Closed Session

None.

10. Adjourn

Motion by Struble, seconded by Behnken to adjourn the meeting at 5:38pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk