

Minutes of the Regular Meeting of the City Council of the City of Manchester
January 25, 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, Connie Behnken, Ron Struble. Absent: Dan Stelken.

1.3 Approval of the Agenda

Mayor Kramer informed the Council that Item 5.1 would be removed from the agenda. Due to the weather, Mr. Johnson was unable to make it to the meeting. He will be present at a future meeting.

Motion by Sherman, seconded by Struble to approve the agenda as amended. Motion carried, all ayes.

2. Consent Agenda

2.1 Approval of the minutes of the January 11, 2016 City Council Meeting

2.2 R-007-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- December 2015 Statistical Report for the Library
- the minutes of the January 14, 2016 Library Board meeting
- the minutes of the January 11, 2016 Parks & Recreation Commission meeting

2.4 Liquor License Applications

- Renewal Off Premise Class E Liquor License for Fareway Stores, Inc #594
- New On Premise 5 Day Class C Liquor License for St. Mary Church for their Gala Event on March 5, 2016

2.5 R-008-2016 Resolution Amending Salary Resolution (Library)

2.6 Approve payment of claims totaling \$10,601 to Fehr Graham

2.7 Approval of temporary street, park and parking lot closings as requested by the Manchester Area Chamber of Commerce

- 100 block of South Tama on Saturday mornings May 21-October 8 for the Farmers Market
- West Marion Street Bridge & 100 block of West Marion Street on June 18 for River Fest
- East Main Parking Lot on June 3 & August 5 from for the First Fridays at Five events
- Baum Park on June 4 for Rhubarb Fest
- East Main Parking Lot on August 13 for Bacon-n-Hops
- 100 & 200 blocks of South Franklin Street on December 1 for the Window Walk

2.8 R-009-2016 Resolution Approving and Adopting the City of Manchester Fee Schedule

2.9 R-010-2016 Resolution Approving Engineering Agreement (General Engineering Services)

2.10 R-011-2016 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

2.11 R-012-2016 Resolution Approving the Agreement between the City of Manchester and the Chauffeurs, Teamsters and Helpers Local Union No. 238

2.12 Approve the estimate of Engineered Equipment Solutions Inc. in the amount of \$26,603.50 to repair the wastewater treatment plant UV system

2.13 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER, INC	TONER	274.80
AFLAC	PAYROLL WITHHOLDINGS	444.58
ALLIANT ENERGY	ELECTRICITY	16,483.55
AMAZON	LIBRARY MATERIALS	209.33
ARBOR DAY FOUNDATION	ANNUAL MEMBERSHIP	25.00
AUL	RETIREE HRA CONTRIBUTION	1,668.72
AUTOMATION ENGINEERING	EQUIPMENT	863.25
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	322.82
BARCO MUNICIPAL PRODUCTS	LOCATOR, OPERATING SUPPLIES	2,326.17
BARRON MOTOR SUPPLY	VEHICLE MAINT SUPPLIES	157.66
BAUMGARTNER GATE FACTORY	SUPPLIES	163.50
BECKER ELECTRIC, LLC	REPAIRS	568.56
BECKER, KRIS	INSTRUCTOR	226.80
BLACK HILLS	NATURAL GAS	2,434.56
BOUBIN TIRE	TIRES	874.96
BROWN SUPPLY CO, INC	SUPPLIES	2,617.50
BROWN, CECIL	VOLLEYBALL SUPERVISOR	120.00
BROWNELLS, INC	SUPPLIES	76.28
CCP INDUSTRIES	SUPPLIES	93.09
CENGAGE LEARNING	LIBRARY MATERIALS	61.58
CENTER POINT	LIBRARY MATERIALS	124.02
CITY LAUNDERING	MAINTENANCE	457.93
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	3,181.76
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	517.52
COLOFF DIGITAL	WEBSITE	1,620.00
CRESCENT ELECTRIC SUPPLY	STREET LIGHT REPAIRS	117.37
DEL CO FAIR SOCIETY	ROOM USAGE	75.60
DEL CO RECORDER	RECORDING FEES	34.00
DEL CO SOLID WASTE COMMISSION	LANDFILL	930.70
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	1,125.00
DON & WALT, LLC	BUILDING REPAIRS	231.23
DORSEY & WHITNEY, LLP	LEGAL SERVICES	16,947.50
DYERSVILLE COMMERCIAL	PUBLICATION EXPENSE	136.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	21,779.34
EMERALD DATA SOLUTIONS	BOARDDOCS ANNUAL MAINT	2,700.00
ENGINEERED EQUIP SOLUTIONS	BLOWER OIL	396.00
ERICKSON CONCRETE	SNOW REMOVAL	765.00
FAREWAY STORES	SUPPLIES	120.35
FINK, MARK	SNOW REMOVAL	850.00
FISH SHACK	TANK MAINTENANCE	75.00
FOX APPARATUS REPAIR & MAINT	VEHICLE REPAIRS	119.50
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	540.00
HACH CO, INC	CHEMICALS	382.89
HAIGHT, JASON	REIMB SUPPLIES	30.52
HAUSERS WATER CONDITION	SUPPLIES	20.00

HAWKINS, INC	CHEMICALS	366.22
HENDERSON TRUCK EQUIPMENT	PARTS	44.63
HERITAGE PRINTING	PRINTING	76.00
HITECH COMMUNICATIONS	CAMERA SYSTEM	1,745.00
IA LIBRARY ASSOC	ANNUAL CONFERENCE	120.00
IA NARCOTIC OFFICERS ASSOC	TRAINING	25.00
IA ONE CALL	IA ONE CALL	18.00
IA PATCH	HIGH PERFORMANCE PATCH	1,433.60
IA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	2,090.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	15.51
INSTITUTE OF PUBLIC AFFAIRS	GOAL SETTING	1,802.85
INTERNAL REVENUE SERVICE	CORRECTION	344.74
INTERSTATE INDUST SERVICE	TRANSDUCER	1,137.46
INT'L ASSOC CHIEFS OF POLICE	ANNUAL MEMBERSHIP	150.00
IPERS	PAYROLL WITHHOLDINGS	21,242.49
IPERS	PAYROLL WITHHOLDINGS	11,498.34
ISU CONFERENCE PLANNING & MGT	SHADE TREE SHORT COURSE	704.00
JOHN DEERE FINANCIAL	OPERATING SUPPLIES	464.64
KARR, LLC	OFFICE SUPPLIES, EQUIPMENT	1,240.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	21,484.46
LOUGHREN, MELISSA	VOLLEYBALL INSTRUCTOR	120.00
MANCHESTER AREA CHAMBER	SPONSORSHIP, MURAL REIMB	885.54
MANCHESTER CARQUEST	VEHICLE MAINT SUPPLIES	5.19
MANCHESTER PRESS	PUBLICATION EXPENSE	771.64
MARTIN EQUIP OF IA-IL	REPAIRS	579.38
MATT PARROTT	PRINTING	1,240.02
MATTESON, TAYLOR	REIMB TRAVEL EXPENSE	378.72
MEDIACOM	PHONE/INTERNET	3.95
MID-STATES ORGANIZED CRIME	ANNUAL MEMBERSHIP	100.00
MIDWEST TAPE	LIBRARY MATERIALS	297.25
MUNICIPAL SUPPLY	OPERATING SUPPLIES	967.50
NORTHWAY WELL & PUMP CO	REPAIR/MAINTENANCE	5,876.04
OLIVE THAT DELI, LLC	MEETING SUPPLIES	138.35
PALMER HARDWARE	OPERATING SUPPLIES	851.98
PAYROLL CHECKS	PAYROLL	59,384.06
PETERS LAW OFFICE	LEGAL FEES	66.96
PITNEY BOWES	POSTAGE MACHINE	159.00
QUILL	SUPPLIES	69.45
RADIO COMMUNICATIONS, INC	TECH SERVICE	709.72
RC ANDERSON COMPANY LLC	KALEIDOSCOPE PROJECT	2,000.00
RHOMAR INDUSTRIES, INC	NEUTRALIZER	535.94
SCHROEDERS CASH SUPPLY	BUILDING SUPPLIES	363.44
SCHUMACHER ELEVATOR CO	MAINTENANCE	152.70
SOLUTIONS MANAGEMENT GROUP	PRINTER MAINTENANCE	175.57
STANDARD AUTO PARTS	VEHICLE MAINT SUPPLIES	68.30
STATE HYGIENIC LABORATORY	LAB TESTS	231.00
SUNSHINE BOY WINDOW CLEAN	BUILDING MAINTENANCE	100.00
SUPREME GREEN LAWN CARE	SNOW REMOVAL	890.00
TEAMSTERS LOCAL 238	PAYROLL WITHHOLDINGS	189.00
THE BOOK HOUSE	LIBRARY MATERIALS	1,085.71
THE GAZETTE	PUBLICATION EXPENSE	157.94

THREE RIVERS FS	FUEL	2,846.84
TRAF-O-TERIA SYSTEM	PARKING TICKETS	245.13
TREASURER STATE OF IOWA	STATE TAX	3,364.00
TRI-TECH FORENSICS, INC	SPECIMEN SUPPLIES	57.05
UNITED STATES TENNIS ASSO	ANNUAL MEMBERSHIP	35.00
US CELLULAR	MOBILE DATA	194.64
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	671.60
VERIZON WIRELESS	MOBILE DATA	268.29
WALMART COMMUNITY	SUPPLIES	322.18
WAPSIPINICON ALMANAC	LIBRARY MATERIALS	9.00
WELLMARK	PAYROLL WITHHOLDINGS	4,948.99
WEST DELAWARE FRIENDS OF MUSIC	ROCKAPPELLA GRANT	500.00
WINDSTREAM	PHONE & INTERNET	125.56
WULFEKUHLE, CHAD	AGRI-FAB YARD VAC	500.00
ZANGERLE REPAIR	RECOIL	26.70
ZIMMER & FRANCESCO, INC	VOGELSANG PUMP	358.00
TOTAL		242,320.21
	FUND TOTALS	
	GENERAL	138,519.72
	HOTEL MOTEL TAX	792.54
	HOLIDAY DECORATIONS	14.95
	ROAD USE TAX	30,171.51
	EMPLOYEE BENEFITS	4,103.46
	POLICE SPECIAL USES	76.28
	TAX INCREMENT FINANCING	15,957.25
	PARK IMPROVEMENT	2,000.00
	TIRRILL TRUST	509.47
	LIBRARY GIFT & TRUST	2,836.70
	DOWNTOWN INCENTIVE	197.62
	STREET PROJECTS	1,068.11
	WATER	17,968.24
	SEWER	22,158.35
	SEWER CAPITAL PROJECT	5,946.01
	TOTAL	242,320.21

3. Items Removed from the Consent Agenda

None.

4. Public Hearings

None.

5. Regular Agenda Items

5.1 Airport Master Plan Update, Long Range Capital Improvements, & Apron Expansion/Taxiway Project

- Eric Johnson, Kirkham Michael

REMOVED FROM THE AGENDA

5.2 Automated Vehicle Location System

Police Chief Jim Hauschild reviewed the proposed Automated Vehicle Location System project with the Council. Chief Hauschild commented that the funding for the project could be paid from the Police Department's budget and no additional funds would be required.

Following discussion, motion by Poynor, seconded by Sherman to approve the quote of \$7,692.26 from RCSystems for equipment required for the automated vehicle location system to be installed in the City's police cars. 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 informed the Council that there would be a budget work session on February 1, 2016.

7.3 City Clerk

None.

7.4 City Council Members

None.

7.5 Mayor

None.

8. Information

The Council reviewed the correspondence received.

9. Closed Session

None.

10. Adjourn

Motion by Struble, seconded by Sherman that the meeting adjourn at 5:20pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk