

Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, October 24, 2016

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

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

City Manager Vick asked that agenda item 2.10 be removed from the agenda. Motion by Stelken, seconded by Struble to approve agenda as amended. Motion carried, all ayes.

Consent Agenda

2.1 Approval of the minutes of the October 10, 2016 City Council Meeting

2.2 R-097-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- September 2016 Statistical Report for the Library

2.4 Liquor License Applications

- Renewal Application for On Premise Class B Beer Permit with Sunday Sales for Pizza Hut #4695

2.5 R-098-2016 Resolution Amending Salary Resolution

2.6 Approve payment of claims totaling \$25,300.00 to Fehr Graham for engineering services

2.7 Approve the cancellation of the December 26, 2016 Regular City Council meeting due to the Christmas holiday

2.8 Acknowledge receipt of unpaid nuisance snow removal and mowing bills and to approve the certification to the Delaware County Treasurer for collection on property taxes

2.9 R-099-2016 Resolution Approving Change Order #4

2.10 R-100-2016 Resolution Approving and Adopting the City of Manchester Fee Schedule **REMOVED FROM AGENDA**

2.11 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER, INC	INK	389.70
ACCESS SYSTEMS LEASING	COPIER	321.93
AFLAC	AFLAC-NONTAX	458.91
ALLIANT ENERGY	ELECTRICITY	23,425.29
AMAZON	LIBRARY SUPPLIES	344.56
AUTOMATION ENGINEERING, L	WELL 8 UPGRADE	19,200.00
BAKER & TAYLOR BOOKS	LIB MATERIALS	1,220.56
BARD CONCRETE	CONCRETE	208.58
BARRON MOTOR SUPPLY	PARTS	281.11
BECKER ELECTRIC, LLC	PUMP STATION REPAIR	2,788.08
BECKER, KRIS	FITNESS INSTRUCTOR	277.20
BLACK HILLS/IA GAS UTILITY CO	HEATING FUEL	729.25
BOB STEPHEN MOTORS	VEHICLE MAINTENANCE	472.75
BRENHOLDT, TERESA	REIMB SHELTER/FLOOD	20.00
BROWN SUPPLY CO, INC	PAINT	204.00
BSN SPORTS	FREIGHT	10.00

CARNICLE, RICK	REIMB FUEL	20.50
CENTER POINT	LIBRARY MATERIALS	127.62
CITY LAUNDERING	LIB MAINTENANCE	91.52
CITY OF MANCHESTER-FLEX	MED FLEX	3,013.26
COFFEE DEN	SESQUICENTENNIAL SUPPLIES	100.82
COLLECTION SERV CENTER	CHLD SUPP BI-WK	292.52
CONNOLLY CONSTRUCTION CO	W MARION STORM SEWER	13,818.00
CORKERY, KIMBERLY	INDUSTRY MONTH	504.67
DATA TECHNOLOGIES, INC	TRAINING	95.00
DEL CO FAIR SOCIETY	BECKER ROOM USAGE	92.40
DEL CO SOLID WASTE COMMISSION	LANDFILL FEES	942.20
DELAWARE CO TREASURER	PROPERTY TAXES	88.00
DELAWARE INVESTMENTS	SAVINGS PLAN	1,125.00
DIAMOND VOGEL PAINTS	POOL PAINT	805.35
DIGITAL ALLEY, INC	BATTERY	120.00
DOLAN EXCAVATING, LLC	12" APRON	150.00
DON & WALT, LLC	SUPPLIES	1.45
DORSEY & WHITNEY, LLP	LEGAL SERVICES	9,152.25
DYERSVILLE COMMERCIAL	PUBLICATION EXPENSE	288.65
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	19,135.42
ELM USA	LIB SUPPLIES	8.00
FOLEY, ERICA	VOLLEYBALL INSTRUCTOR	150.00
FRANCOIS, GARY	GARDEN REFUND	30.00
GARBARINO, MARISSA	GARDEN REFUND	15.00
GEORGEN AUTO	REPAIR	135.11
GRUNDY NATIONAL BANK	XMAS CLUB	515.00
HARLAND TECHNOLOGY	NETWORK SERVICE	56.00
HAUSERS WATER CONDITION,	D-45	20.00
HEARTLAND MECHANICAL	FIRE SUPRESSION SYSTEM	4,994.70
HENDERSON TRUCK EQUIPMENT	DUMP TRUCK	54,725.00
HENKENIUS, NEIL	GARDEN REFUND	15.00
HERITAGE PRINTING	POSTCARDS	545.80
HYDRITE CHEMICAL CO, INC	HFS ACID	2,290.96
IA DEPT OF REVENUE	SALES TAX	5,284.32
IA LAW ENFORCEMENT ACAD	COMER TRAINING	275.00
IA ONE CALL	ONE CALLS	60.40
IA WATER ENVIRONMENT ASSOC	ANNUAL CONFERENCE REGISTRATION	60.00
IA WORKFORCE DEVELOPMENT	UNEMPLOYMENT CLAIM	2,682.00
IDNR	ANNUAL WATER USE FEE	66.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	116.03
INTERSTATE INDUST SERVICE	SENSORS	660.14
IOWA PATCH	HIGH PERF PATCH	1,433.60
IPERS	IPERS	43,700.91
JOHN DEERE FINANCIAL	SUPPLIES	425.38
KARR, LLC	SUPPLIES	736.05
KELTEK, INC	FIRE TRUCK MAINTENANCE	7,571.31
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	22,027.90
KMCH	RADIO ANNOUNCEMENTS	408.33
LANDSCAPES BY CHILDS PLAY	FABRIC	120.00
MAINSTAY SYSTEMS, INC	NETWORK MAINTENANCE	900.00
MANCHESTER ANIMAL MEDICAL	SUPPLIES	90.95

MANCHESTER AREA CHAMBER	RIVERFEST	869.33
MANCHESTER CARQUEST	FD PARTS	49.08
MANCHESTER FIRE FIGHTERS	REIMB EXPENSES	115.00
MANCHESTER PRESS	PUBLICATION EXPENSE	575.79
MANCHESTER SIGNS	PARKS SIGN	90.00
MARLA'S SCREEN PRINTS & M	TSHIRTS	381.60
MIDWEST TAPE	LIB MATERIALS	766.05
MIKE'S LANDSCAPING & LAWN	LIBRARY MOWING	125.00
MITCHELL, BRUCE	WINDOW REPAIR	295.68
MODERN MARKETING	PD SUPPLIES	96.63
MUNICIPAL SUPPLY	METER	7,295.29
NICC	FD TRAINING	158.00
NORSOLV, INC	SOLVENT	134.95
NORTHER IOWA TREE CARE	TREE REMOVALS	10,200.00
NORTHLAND PRODUCTS CO	SUPPLIES	134.95
NORTHWAY WELL & PUMP CO	WELL 8 MAINTENANCE	4,450.00
OASIS PUMP SERVICE	REPAIRS	13,014.30
ONEIDA SIGNS, LLC	BOARDS & COMMISSIONS	195.50
PALAS, ERIC	GARDEN REFUND	15.00
PALMER HARDWARE	SUPPLIES	340.62
PASKER, CHARLIE	GARDEN REFUND	45.00
PETERS LAW OFFICE	LEGAL FEES	875.41
PHILIPPSON MASONRY & CONCRETE	LIBRARY SIDEWALK	3,769.00
PLACKE, STEPHANIE	REIMBURSE FLEX PLAN	600.00
RADIO COMMUNICATIONS, INC	MAINTENANCE	436.90
REGIONAL MEDICAL CENTER	FIRE PX/HAVERTAPE	216.00
RELIANCE STANDARD LIFE INS	INSURANCE	404.15
RENDA, LAURIE	CARRIAGE GLOW: COMM PROM	1,500.00
RIVER CITY PAVING	AIRPORT APRON/TAXIWAY PROJECT	24,820.80
RIVER CITY STONE	FLOOD SAND	5,337.26
S & D SUPPLY, LLC	SUPPLIES	36.71
SHERE, ANGELA	REIMB MILEAGE	85.32
SIMON'S LAWN CARE & MAINT	CONTRACT	4,415.34
SOLUTIONS MANAGEMENT GROUP	PRINTER	183.23
STANDARD AUTO PARTS	VEHICLE MAINTENANCE	321.14
STATE HYGENIC LABORATORY	LAB TESTS	326.50
TEAMSTERS LOCAL 238	UNION DUES	347.00
TEEN LINK	MAGAZINE	215.00
THE GAZETTE	SUBSCRIPTION	322.40
THOMPSON TRUCK & TRAILER	CABLE	74.57
THREE RIVERS FS	FUEL	3,681.29
TREASURER STATE OF IOWA	STATE TAX	3,126.00
UEMSI-UTECH ENVIRONMENTAL	PROCAM REPAIR	626.80
VANTAGE TRANSFER AGENTS-3	ICMARC	758.08
VERIZON WIRELESS	MOBILE PHONE	520.37
VISION SERVICE PLAN	INSURANCE	467.36
VOSS, JENNIE	VOLLEYBALL INSTRUCTOR	225.00
WALMART COMMUNITY	SUPPLIES	318.81
WEINER'S STUMP REMOVAL	TREE TRIM & REMOVAL	2,012.50
WELLMARK	INSURANCE	28,223.84
WIDNER DRUG	SUPPLIES	2.69

WINDSTREAM	PHONE & INTERNET	265.81
WOODLAND, JENNA	GARDEN REFUND	15.00
ZIMMER & FRANCESCON, INC	REPAIR PARTS	335.00
PAYROLL CHECKS		49,645.48
TOTAL ACCOUNTS PAYABLE		424,293.97
	FUND TOTALS	
	GENERAL	191,972.15
	HOTEL MOTEL TAX	3,812.08
	ANIMAL CONTROL	9.05
	STREET EQUIPMENT RESERVE	40,490.00
	ROAD USE TAX	25,752.73
	EMPLOYEE BENEFIT	24,508.28
	TAX INCREMENT FINANCING	9,152.25
	TIRRILL TRUST	509.47
	PARK GIFT & TRUST	151.50
	LIBRARY GIFT & TRUST	4,065.38
	DOWNTOWN INCENTIVE	56.62
	BIKEWAY/WALKWAY PROJECTS	94.79
	STREET IMPROVEMENT	18,378.44
	WATER	67,037.76
	SEWER	38,303.47
	TOTAL	424,293.97

Public Hearing on a Violation of Iowa Code 453.A2 by Casey's General Store

Motion by Struble, seconded by Stelken to continue the Public Hearing until the November 28, 2016 City Council meeting. Motion carried, all ayes.

Ordinance 004-2016 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa

Motion by Sherman, seconded by Struble to approve the second consideration and adoption of Ordinance 004-2016 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa. Motion carried, all ayes.

Rides to Wellness Grant Initiative

Mayor Kramer informed the Council that the Delaware Dubuque Jackson County Regional Transit Authority had been awarded a \$130,560 for the Rides to Wellness Grant Initiative. The grant provides for a van to service all of Delaware County to provide transportation for residents to medical and wellness appointments.

City Manager Vick reviewed the grant with the Council, the City will provide an in-kind match of \$4,000.00 by providing maintenance for the van.

Delaware County Roads to Trails UTV/ATV Club

Members of the Delaware County Roads to Trails UTV/ATV Club were present to inquire on the status of the ATV/UTV ordinance for Manchester.

City Attorney Jim Peters informed those present that he has a draft ordinance with provisions for allowing ATVs and UTVs in the City but asked the Council for clarification on several items. Those present discussed inspection of ATVs and UTVs, registration, routes through town, route signage, safety

concerns, required equipment, licensing, and age restrictions. Following discussion, the Council asked the City Attorney to provide them with a draft of the ordinance for them to review and amend. The Council also requested a map be prepared for review and discussion.

Construction Project Updates

None.

Reports

City Manager Vick updated the Council on progress on the former Smitty's property. City Manager Vick also informed the Council about the following: the need to upgrade the City's network support, the Street Superintendent position has been advertised, and the upcoming goal setting session.

Council Member Poynor provided a list of trees that may need to be removed due to the recent trimming by Alliant Energy.

Council Member Behnken informed the Council that Dental Associates will be providing free dentistry for local veterans on November 11, 2016.

Council Member Struble noted that the waters are up on the Tirrill Park backwaters again.

Mayor Kramer informed the Council that the annual Boards and Commissions, and Volunteer recognition is November 2, 2016.

The Council reviewed correspondence and reports received.

Motion by Behnken, seconded by Stelken that the meeting adjourn at 5:55pm. Motion carried, all ayes.

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Milt L. Kramer, Mayor

Attest:

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Erin Learn, City Clerk