

**Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, November 28, 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.

Motion by Behnken, seconded by Stelken to approve the agenda as presented. Motion carried, all ayes.

Consent Agenda

2.1 Approval of the minutes of the November 14, 2016 City Council Meeting

2.2 R-107-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- November 18, 2016 Planning & Zoning Commission meeting

2.4 Liquor License Applications

- Renewal Application for On Premise Class B Beer Permit with Living Quarters for Onie's Wooden Nickel

2.5 R-108-2016 Resolution Approving Agreement for Lease of Premises (Delaware County EMA)

2.6 R-109-2016 Resolution Amending Salary Resolution

2.7 R-110-2016 Resolution Approving Annual Financial Report for Fiscal Year Ended June 30, 2016

2.8 R-111-2016 Resolution Approving Annual Urban Renewal Report, Fiscal Year 2015/16

2.9 Goal Setting Report

2.10 Approve payment of claims totaling \$15,432.50 to Fehr Graham for engineering services

2.11 R-112-2016 Resolution Approving Addendum to Iowa Department of Transportation Agreement 14-TAP-119 for a Federal Aid Project (Trail Projects)

2.12 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
ACCESS SYSTEMS LEASING	COPIER MAINTENANCE	\$ 321.93
AFLAC	AFLAC	\$ 458.91
ALLIANT ENERGY	ELECTRICITY	\$ 18,292.37
BARRON MOTOR SUPPLY	PARTS & SUPPLIES	\$ 649.74
CITY OF MANCHESTER-FLEX	DEPCARE REIMB	\$ 909.57
CLARK, ROD	SEIBERT CLEANING	\$ 61.66
COLLECTION SERV CENTER	CHLD SUPP BI-WK	\$ 292.52
CORKERY, KIMBERLY A	SESQUICENTENNIAL SUPPLIES	\$ 72.00
DEL CO SOLID WASTE COMMISSION	MONTHLY LANDFILL	\$ 941.20
DELAWARE INVESTMENTS	SAVINGS PLAN	\$ 375.00
DYERSVILLE COMMERCIAL, IN	ADVERTISEMENTS	\$ 1,268.21
EDGEWOOD OIL, INC.	SUPPLIES	\$ 1,505.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	\$ 20,833.01
FANGMANN, LINDA	UNIFORM	\$ 27.65
FAREWAY STORES	SUPPLIES	\$ 119.90
FEHR GRAHAM	ENGINEERING FEES	\$ 25,300.00
GALLS	UNIFORM	\$ 44.53
GRUNDY NATIONAL BANK	XMAS CLUB	\$ 485.00
HAWKINS, INC.	CHEMICALS	\$ 267.50

HENDERSON TRUCK EQUIPMENT	PARTS & SUPPLIES	\$ 1,243.82
HERITAGE PRINTING	SUPPLIES	\$ 183.00
KEN HUNLEY	SEIBERT CLEANING	\$ 25.00
IA ONE CALL	ONE CALLS	\$ 55.80
IA RURAL WATER ASSOC	DUES	\$ 375.00
IPERS	IPERS	\$ 21,955.48
J & R SUPPLY, INC	POLY TAPE	\$ 144.00
K & A FARM EQUIPMENT	SPRING	\$ 46.00
KARR, LLC	SUPPLIES	\$ 255.93
KATHY'S SEWING SHOP	PD UNIFORM	\$ 26.00
KLUESNER FLOORING	EXTRA OFFICE CARPET	\$ 210.64
KLUESNER SANITATION LLC	MONTHLY GARBAGE/RECYCLING	\$ 21,649.17
KRAMER, MILT L	MILEAGE REIMB	\$ 95.04
KROGMANN CONSTRUCTION	CITY SIDEWALK	\$ 764.16
LEARN, ERIN	MILEAGE REIMB	\$ 196.19
LEEPER, GAYLE LYNN	SEIBERT CLEANING	\$ 86.66
LEEPER, JAMES MICHAEL	SEIBERT CLEANING	\$ 86.66
MANCHESTER FIRE FIGHTERS	CONF REIMB	\$ 113.85
MANCHESTER SIGNS	RIVERFEST SIGNS	\$ 276.00
MID-IOWA PETROLEUM SERVIC	FUEL PUMP REPAIR	\$ 6,825.02
MUSGROVE, CHANCE	SEIBERT CLEANING	\$ 41.66
NYSTROM, KELLEY	SEIBERT CLEANING	\$ 61.70
OASIS PUMP SERVICE	FUEL PUMP REPAIR	\$ 3,389.34
OLIVE THAT DELI, LLC	GOAL SETTING	\$ 162.40
PAZ, IRMA	SEIBERT CLEANING	\$ 36.66
PETERS LAW OFFICE	LEGAL FEES	\$ 1,531.36
PETERSON, PERRY R	MILEAGE REIMB	\$ 187.38
PIERSCH, JONATHON	REIMB SUPPLIES/UNIFORM	\$ 381.11
QUILL	PD SUPPLIES	\$ 168.10
REGIONAL FAMILY HEALTH	FIRE PHYSICALS	\$ 111.00
SADLER POWER TRAIN	PARTS #177	\$ 61.26
SIMON'S LAWN CARE & MAINT	NUISANCE ABATEMENT	\$ 250.00
STANDARD AUTO PARTS	VEHICLE MAINT SUPPLIES	\$ 79.74
STATE HYGIENIC LABORATORY	LAB TESTS	\$ 192.50
TEAMSTERS LOCAL 238	UNION DUES	\$ 347.00
TRANS-IOWA EQUIPMENT INC	PARTS#17	\$ 2,151.10
TREASURER STATE OF IOWA	STATE TAX	\$ 3,367.00
VANTAGE TRANSFER AGENTS-3	ICMARC	\$ 758.08
WALMART COMMUNITY/RFCSLLC	SUPPLIES	\$ 281.49
WELLMARK	HEALTH INS	\$ 2,036.38
WINDSTREAM	PHONE & INTERNET	\$ 265.54
TOTAL ACCOUNTS PAYABLE		\$ 142,699.92
PAYROLL CHECKS		\$ 53,318.51
TOTAL ACCOUNTS PAYABLE		\$ 196,018.43

FUND TOTALS

GENERAL	\$118,988.04
HOTEL MOTEL TAX	\$572.37
ROAD USE TAX	\$19,019.71
WHITEWATER PARK PROJECT	\$600.00
BIKEWAY/WALKWAY PROJECTS	\$764.16
STREET PROJECTS	\$25,300.00
WATER FUND	\$14,757.61
SEWER FUND	\$16,016.54

Livestock Exception Request, West Delaware FFA

West Delaware FFA Representatives Jacob Kayser, Kyle Steffen, Josh Hilby, and Tammy Schneiders were present to discuss with the Council the proposed construction of an agricultural lab adjacent to the West Delaware bus barn at 1145 Grand Avenue. The members provided the Council with information on the educational benefit of the lab, plans for the structure, grant funding received, and approvals/permits required to move forward with the project. The lab would house a total of twelve cows, consisting of six cow/calf pairs.

City Manager Vick informed the Council that the land where this structure will be located is zoned agriculture but that an exception would need to be approved by the City Council to allow for livestock.

The Council discussed the proposed location, odor, funding, maintenance and the impact on neighbors. Following discussion, the Council requested the FFA members contact the owners of neighboring properties to inform them of their plans, gather their feedback and report back at the next meeting.

005-2016 ATV/UTV Ordinance

City Attorney Peters reviewed the proposed ordinance with the Council. Following review, motion by Struble, seconded by Stelken to proceed with the first consideration and adoption of Ordinance 005-2016 An Ordinance Amending the Code of Ordinances for the City of Manchester by adding Chapter 75A – All-Terrain Vehicles and Snowmobiles. ON CALL OF ROLL: AYES: Struble, Stelken, Behnken, Sherman. NAYS: Poynor.

Solid Waste and Recycling Contract

The Council discussed at length the use of hauler provided solid waste and recycling carts. Motion by Stelken, seconded by Struble to keep the solid waste and recycling collection as it currently is with property owners providing their own containers. Motion carried, all ayes.

2017 Street Improvement Project

Motion by Struble, seconded by Poynor to adopt R-113-2016 Preliminary Resolution pursuant to Section 384.42 of the Iowa Code covering the 2017 Street Improvement Project. ON CALL OF ROLL: AYES: Behnken, Poynor, Sherman, Stelken, Struble. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the project area).

Motion by Behnken, seconded by Poynor to adopt R-114-2016 Resolution Approving and Adopting Preliminary Plans and Specifications, Estimate of Cost and Plat and Schedule for the 2017 Street Improvement Project. ON CALL OF ROLL: AYES: Behnken, Poynor, Sherman, Stelken, Struble. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the project area).

The proposed Resolution of Necessity for the 2017 Street Improvement Project was introduced. Motion by Poynor, seconded by Behnken that a Public Hearing be held on the proposed Resolution of Necessity on January 9, 2017, at 5:00 p.m., and that the City Clerk be authorized and directed to give notice of the public hearing by publication and mailing, as required by Section 384.50 of the Code of Iowa, and that the notice be in substantially the form set out in these proceedings. ON CALL OF ROLL: AYES: Behnken, Poynor, Sherman, Stelken, Struble. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the project area).

Motion by Poynor, seconded by Struble to adopt R-115-2016 Resolution to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the 2017 Street Improvement Project, and the taking of bids therefor. ON CALL OF ROLL: AYES: Behnken, Poynor, Sherman, Stelken, Struble. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the project area).

Bennett Family Subdivision

Motion by Sherman, seconded by Stelken to adopt R-116-2016 Resolution Approving Final Plat (Bennett Family Subdivision). Motion carried, all ayes.

Maquoketa River Watershed Management Authority Agreement

Motion by Stelken, seconded by Behnken to adopt R-117-2016 Resolution Approving Maquoketa River Watershed Management Authority Agreement pursuant to Chapter 28E of the Iowa Code. Motion carried, all ayes.

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

City Attorney Jim Peters updated the Council on the progress on the acquisition of the former Smitty's property.

City Manager Tim Vick informed the Council that he is interviewing candidates for the Street Superintendent position.

Motion by Struble, seconded by Sherman that the meeting adjourn at 6:38pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk