

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, February 22, 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. Absent: Connie Behnken, Ron Struble.

1.3 Approval of the Agenda

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

2. Consent Agenda

2.1 Approval of the minutes of the February 8, 2016 City Council Meeting

2.2 R-018-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- January 2016 Wastewater Reports

2.4 Downtown Incentive Program

- Approval of the following Downtown Incentive Program applications for 112 North Madison Street (Manchester Pi) as recommended by the Design Committee: Design Assistance Grant in the amount of \$2,000.00; Facade Grant (Front) in the amount of \$1,350.97; Facade Grant (North side) in the amount of \$850.00; Interior Grant in the amount of \$3,345.33

2.5 Approval of street & parking lot closures for Country Cruisers Car Club events on August 12 & 13, 2016

2.6 R-019-2016 Resolution Approving Preliminary Plans and Specifications for the Airport Apron & Taxiway Expansion Project

2.7 Motion to set March 28, 2016 at 5:00pm as the date & time for a Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost for the Airport Apron & Taxiway Expansion Project

2.8 Motion to set March 14, 2016 at 5:00pm as the date & time for a Public Hearing on the proposed budget for Fiscal Year 2016/17

2.9 Approve payment of claims totaling \$7,521.75 to Fehr Graham for engineering services

2.10 R-020-2016 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-021-2016 Resolution Approving Subordination Agreement (Neuzil)

2.12 Review decision of the Board of Adjustment to approve the 408 Grant Street Exception

2.13 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. The Council discussed the Board of Adjustment exception at 408 Grant Street with those present. Following discussion, motion by Poynor, seconded by Stelken to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER, INC	TONER/INK	345.55
ACCESS SYSTEMS LEASING	MAINTENANCE	305.00
AFLAC	PAYROLL WITHHOLDINGS	444.58

AK SPORTS	SUPPLIES	18.75
ALL INCLUSIVE REC	SUPPLIES	397.49
ALLIANT ENERGY	ELECTRICITY	17,048.81
AMAZON	SUPPLIES	92.96
ANDERSON WELDING	REPAIR	422.67
AWWA - REGION I	REGISTRATION	80.00
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	1,355.15
BARCO MUNICIPAL PRODUCTS	SUPPLIES	598.18
BARRON MOTOR SUPPLY	PARTS & SUPPLIES	892.32
BAUMGARTNER GATE FACTORY	SUPPLIES	312.00
BDI, INC	SUPPLIES	61.98
BECKER ELECTRIC, LLC	REPAIR	1,072.00
BLACK HAWK SPRINKLERS	BACKFLOW TESTS	220.00
BLACK HILLS/IA GAS UTILITY CO	FUEL	4,005.04
BOOK FARM, INC	LIBRARY MATERIALS	931.54
BOUBIN TIRE	REPAIR	100.38
BROWN SUPPLY CO, INC	SUPPLIES	17.80
BUNTING, CLIFFORD D	REIMBURSEMENT	46.44
CARGILL	SALT/ICE CONTROL	11,324.00
CENTER POINT	LIBRARY MATERIALS	124.02
CITY LAUNDERING	MAINTENANCE	87.26
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	3,181.76
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	517.52
COMELEC SERVICES, INC	MAINTENANCE	126.00
CORKERY COMMUNICATIONS	SUPPLIES	114.93
DATA TECHNOLOGIES, INC	FORMS, CONTRACT	2,006.26
DEL CO AUDITOR	GIS CONTRACT	6,000.00
DEL CO SOLID WASTE COMMISSION	LANDFILL	928.30
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	1,125.00
DEMCO	LIBRARY SUPPLIES	254.19
DJ REPAIR	REPAIR	117.00
DON & WALT, LLC	MAINTENANCE	406.19
EDGEWOOD OIL, INC.	OIL	389.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	18,344.68
FAREWAY STORES	MAINTENANCE SUPPLIES	104.51
FARONICS TECH USA	MAINTENANCE	85.20
FUNKE, ANGIE	MAINTENANCE	100.85
GALE/CENGAGE LEARNING	LIBRARY MATERIALS	122.36
GALLS	UNIFORM	145.53
GEORGEN AUTO	REPAIR	142.77
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	540.00
HAUSERS WATER CONDITION	SALT	3,977.00
HAWKINS, INC.	CHEMICALS	218.50
HENDERSON TRUCK EQUIPMENT	PARTS	205.86
HERITAGE PRINTING	PRINTING EXPENSE	139.18
HYDRITE CHEMICAL CO, INC	CHEMICALS	2,290.96
IA DARE ASSOCIATION	MEMBERSHIP	150.00
IA DEPT OF PUBLIC HEALTH	REGISTRATION	140.00
IA ONE CALL	ONE CALLS	27.00
IA PUBLIC AIRPORTS ASSOC	MEMBERSHIP	75.00
IA SECRETARY OF STATE	NOTARY RENEWAL	30.00

IDNR	TANK MGT FEE	65.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	23.10
IPERS	PAYROLL WITHHOLDINGS	21,242.49
J & R SUPPLY, INC	WRAPAROUNDS	540.00
JAM SYSTEMS & MIDLAND	PARTS	891.24
JANICE LANGEL	SUPPLIES	35.00
JOHN DEERE FINANCIAL	SUPPLIES	581.26
KARR, LLC	OFFICE SUPPLIES	426.78
KIRKHAM MICHAEL, INC	PROFESSIONAL SERVICES	8,140.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	21,534.95
KRAMER, MILT L	REIMBURSEMENT	88.56
LAHR REPAIR, INC	PARTS	51.10
LANDSCAPES BY CHILDSPLAY	FABRIC	134.40
MANCHESTER CARQUEST	PARTS	749.73
MANCHESTER FIRE FIGHTERS	SUPPLIES	108.33
MANCHESTER SIGNS	SESQUICENTENNIAL SIGNAGE	3,410.46
MARLA'S SCREEN PRINTS	SESQUICENTENNIAL TSHIRTS	646.45
MARTIN EQUIP OF IA-IL	PARTS	136.20
MEDIACOM	PHONE/INTERNET	408.37
MID COUNTRY MACHINERY	PARTS	1,667.46
MID-IOWA PETROLEUM SERVICE	FUEL	643.20
MIDWEST TAPE	LIB MATERIALS	531.85
MIDWEST WHEEL COMPANIES	REPAIR	43.20
MUNICIPAL SUPPLY	METERS	1,392.00
NORSOLV, INC	SOLVENT	134.95
OASIS PUMP SERVICE	SNOW REMOVAL	990.00
ONEIDA SIGNS, LLC	SUPPLIES	54.60
PALMER HARDWARE	SUPPLIES	545.31
PHYSIO-CONTROL	BATTERY REPLACEMENT	247.00
PITNEY BOWES	POSTAGE	1,008.50
POOL TECH, INC	PARTS	15.56
PROQUEST, LLC	SUBSCRIPTION	658.00
QUILL	SUPPLIES	41.99
RADIO COMMUNICATIONS, INC	RADIO	2,030.95
RITE PRICE	SUPPLIES	33.95
RIVER CITY STONE	SAND/BACKFILL/SCREENINGS	2,243.10
RUNDE	PARTS	47.10
SCHROEDERS CASH SUPPLY	SUPPLIES	817.37
SOLUTIONS MANAGEMENT GROUP	PRINTER MAINTENANCE	175.57
SONICWALL	RENEWAL	765.00
STANDARD AUTO PARTS	PARTS	430.85
STATE HYGIENIC LABORATORY	LAB TESTS	39.00
IOWA DEPT OF REVENUE	SALES TAX	4,797.81
SUPREME GREEN LAWN CARE	SNOW REMOVAL	1,870.00
THREE RIVERS FS	FUEL	2,026.82
TREASURER STATE OF IOWA	STATE TAX	2,916.00
UNITY POINT CLINIC	MEMBERSHIP	50.00
US CELLULAR	CELL PHONE	233.76
US POLICE CANINE ASSOCIATION	MEMBERSHIP	75.00
US POLICE CANINE ASSOCIATION	CERTIFICATION	50.00
VAN METER & ASSOCIATES	COMPRESSOR	116.85

VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	671.60
VERIZON WIRELESS	CELL CHARGES	303.26
WELLMARK	PAYROLL WITHHOLDINGS	5,003.57
WESSELS, JAMES L	REIMBURSEMENT	8.49
WINDSTREAM	TELEPHONE	127.43
PAYROLL CHECKS		47,417.87
TOTAL		221,747.86
	FUND TOTALS	
	GENERAL FUND	124,670.92
	HOTEL MOTEL TAX	4,175.86
	HOLIDAY DECORATIONS	630.00
	ROAD USE TAX	39,235.50
	TIRRILL TRUST	528.54
	LIBRARY GIFT & TRUST	128.77
	POLICE CANINE	125.00
	DOWNTOWN INCENTIVE	179.50
	WHITEWATER PARK PROJECT	12.00
	STREET PROJECTS	6,043.61
	WATER FUND	27,331.85
	SEWER FUND	18,406.87
	SEWER CAPITAL PROJECT	279.44
	TOTAL	221,747.86

3. Items Removed from the Consent Agenda

None.

4. Public Hearings

None.

5. Regular Agenda Items

5.1 Mobile Crisis Outreach Program - Drew Martel, Coordinator

Drew Martel, Foundation2 Mobile Crisis Coordinator, presented the Council with information regarding the Mobile Crisis Outreach Program. Mr. Martel commented that this is a free service to Manchester, funded by the Mental Health and Developmental Disabilities Services of Eastern Iowa.

5.2 R-022-2016 Resolution Approving Utility Rate Increase

City Manager Vick informed the Council that this resolution will approve raising the City's water and sewer rates by 1%. Vick noted that for accounts that use 3,000 gallons of water per month would see their bill increase by \$0.44, and for accounts that average 6,000 gallons of water per month would see their bills increase by \$0.71.

Motion by Sherman, seconded by Poynor to adopt R-022-2016 Resolution Approving Utility Rate Increase. 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 sesquicentennial activities that are planned, and discussed several projects with the Council.

7.3 City Clerk

None.

7.4 City Council Members

Council Member Stelken informed the Council that the Delaware County Solid Waste Commission would meet on February 25, 2016.

Council Member Sherman informed the Council that the Delaware County Economic Development Commission met on Friday and discussed the Delaware County Tourism position.

7.5 Mayor

None.

8. Information

The Council reviewed the correspondence received.

9. Closed Session

None.

10. Adjourn

Motion by Stelken, seconded by Poynor to adjourn the meeting at 5:37pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk