

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, February 8, 2016

1. Opening

1.1 Call to Order

Mayor Kramer called the meeting to order at 5:01pm.

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

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

2. Consent Agenda

2.1 Approval of the minutes of the January 25, 2016 City Council Meeting

2.2 R-013-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- 2015 Annual Report for the Manchester Police Department
- January 2016 Statistical Report for the Library
- minutes of the February 1, 2016 Parks & Recreation Commission meeting
- minutes of the January 27, 2016 Housing Committee meeting

2.4 R-014-2016 Resolution Approving Property Tax Abatement Application submitted by Property Owners in Recognized Urban Revitalization Areas and Authorizing the transmittal of the Approve Applications to the Delaware County Assessor

2.5 R-015-2016 Resolution Approving Contract for the Whitewater Park Structure 3.5 Project

2.6 R-016-2016 A Resolution Authorizing the Dissolution of the Iowa Cities E-Payment Aggregation System ("iCash") established under an Intergovernmental Agreement pursuant to Iowa Code Chapter 28E

2.7 Downtown Incentive Program

- Facade Grant in the amount of \$11,250.00 to Main Street Investments for the property at 101 South Franklin Street

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

2.9 Approval of the Consent Agenda

The Council reviewed the items on the Consent Agenda. Motion by Sherman, seconded by Behnken to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
ACCENT LASER, INC	TONER/INK	400.50
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
ANDERSON WELDING & MACH	REPAIR	422.67
AUTOMATION ENGINEERING	RADIO	863.25
BAKER & TAYLOR BOOKS	LIB MATERIALS	322.82

BARCO MUNICIPAL PRODUCTS	SUPPLIES	598.18
BAUMGARTNER GATE FACTORY	SUPPLIES	312.00
BDI, INC	SUPPLIES	61.98
BECKER ELECTRIC, LLC	MAINTENANCE	568.56
BECKER, KRIS	INSTRUCTOR	226.80
BLACK HILLS/IA GAS UTILITY CO	HEATING FUEL	4,005.04
BOUBIN TIRE	REPAIR	100.38
BROWN SUPPLY CO, INC	SUPPLIES	2,635.30
BROWNELLS, INC	SUPPLIES	76.28
BUNTING, CLIFFORD D	REIMBURSEMENT	46.44
CCP INDUSTRIES	SUPPLIES	93.09
CENGAGE LEARNING	LIB MATERIALS	61.58
CITY OF MANCHESTER-FLEX	DEPCARE REIMB	3,181.76
COLLECTION SERV CENTER	CHILD SUPPORT	517.52
COMELEC SERVICES, INC	MAINTENANCE	126.00
CORE DISTINCTION GROUP LLC	HOTEL FEASIBILITY STUDY	3,750.00
CORKERY COMMUNICATIONS	SUPPLIES	114.93
CRESCENT ELECTRIC SUPPLY	DWNTWN LIGHT REPAIR	117.37
DATA TECHNOLOGIES, INC	SOFTWARE	2,006.26
DEL CO AUDITOR	GIS CONTRACT	6,000.00
DEL CO FAIR SOCIETY	BECKER ROOM USAGE	75.60
DELAWARE INVESTMENTS	SAVINGS PLAN	1,125.00
DJ REPAIR	REPAIR	117.00
DON & WALT, LLC	REPAIR	282.44
DORSEY & WHITNEY, LLP	LEGAL SERVICES	15,957.25
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	18,486.77
EMERALD DATA SOLUTIONS	BOARDDOCS LT SERVICE	2,700.00
ERICKSON CONCRETE	SNOW REMOVAL	765.00
FAREWAY STORES	SUPPLIES	21.92
FINK, MARK	SNOW REMOVAL	850.00
FISH SHACK	TANK MAINTENANCE	75.00
FUNKE, ANGIE	MAINTENANCE	100.85
GEORGEN AUTO	MAINTENANCE	142.77
GRUNDY NATIONAL BANK	XMAS CLUB	540.00
HAUSERS WATER CONDITION	SALT	3,997.00
HAWKINS, INC	CHEMICALS	366.22
HENDERSON TRUCK EQUIPMENT	PARTS	250.49
HERITAGE PRINTING	SESQUICENTENNIAL	76.00
HITECH COMMUNICATIONS, LLC	CCTV CAMERA SYSTEM	1,745.00
HYDRITE CHEMICAL CO, INC	CHEMICALS	2,290.96
IA DARE ASSOCIATION	MEMBERSHIP	150.00
IA NARCOTIC OFFICERS ASSOC	TRAINING	25.00
IA ONE CALL	IA ONE CALL	18.00
IA PUBLIC AIRPORTS ASSO	MEMBERSHIP	75.00
IA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	2,090.00
IDNR	TANK MGT FEE	65.00
INGRAM LIBRARY SERVICES,	LIB MATERIALS	15.51
INT'L ASSOC CHIEFS OF POL	MEMBERSHIP	150.00
INTERSTATE INDUST SERVICE	TRANSDUCER	1,137.46
IPERS	IPERS	42,991.76
JAM SYSTEMS & MIDLAND OVE	PARTS	891.24

JANICE LANGEL	SUPPLIES	35.00
JOHN DEERE FINANCIAL	SUPPLIES	581.26
KARR, LLC	SUPPLIES	911.21
KIRKHAM MICHAEL, INC	PROFESSIONAL SERVICES	8,140.00
KLUESNER SANITATION LLC	REFUSE	68.63
KRAMER, MILT L	REIMBURSEMENT	88.56
LAHR REPAIR, INC	PARTS	51.10
LOUGHREN, MELISSA	VOLLEYBALL INSTRUCTOR	120.00
MANCHESTER AREA CHAMBER	SPONSORSHIP	836.54
MANCHESTER CARQUEST	PARTS	749.73
MANCHESTER FIRE FIGHTERS	SUPPLIES	108.33
MANCHESTER SIGNS	SIGNAGE	2,383.46
MARTIN EQUIP OF IA-IL	PARTS	715.58
MATT PARROTT	REMINDER NOTICES	1,240.02
MATTESON, TAYLOR	REIMB MILEAGE	138.72
MEDIACOM	PHONE & INTERNET	404.42
MID COUNTRY MACHINERY, IN	PARTS	1,667.46
MID-IOWA PETROLEUM SERVIC	FUEL	643.20
MIDWEST TAPE	LIB MATERIALS	297.25
MUNICIPAL SUPPLY	METERS	1,392.00
NORSOLV, INC	SOLVENT	134.95
NORTHWAY WELL & PUMP CO	REPAIR/MAINTENANCE	5,876.04
OASIS PUMP SERVICE	SNOW REMOVAL	990.00
ONEIDA SIGNS, LLC	SUPPLIES	54.60
PALMER HARDWARE	SUPPLIES	545.31
POOL TECH, INC	PARTS	15.56
POSTMASTER	POSTAGE - UTILITY BILLS	572.20
QUILL	SUPPLIES	111.44
RADIO COMMUNICATIONS, INC	RADIO	1,330.95
RC ANDERSON COMPANY LLC	KALEIDOSCOPE PROJECT	2,000.00
RELIANCE STANDARD LIFE INS	INSURANCE	404.15
RITE PRICE	SUPPLIES	33.95
RUNDE FORD, CHRYSLER, DOD	PARTS	47.10
SCHROEDERS CASH SUPPLY	SUPPLIES	817.37
SCHUMACHER ELEVATOR CO, I	MAINTENANCE	152.70
STANDARD AUTO PARTS	PARTS	430.85
STATE HYGIENIC LABORATORY	LAB TESTS	231.00
SUNSHINE BOY WINDOW CLEAN	MAINTENANCE	100.00
SUPREME GREEN LAWN CARE	SNOW REMOVAL	1,710.00
TEAMSTERS LOCAL 238	UNION DUES	378.00
THE GAZETTE	PUBLIC HEARING/BOA	157.94
THREE RIVERS FS	FUEL	2,846.84
TREASURER STATE OF IOWA	STATE TAX	2,926.00
UNITED STATES TENNIS ASSO	SUBSCRIPTION	35.00
UNITY POINT CLINIC-OCCUPA	MEMBERSHIP	50.00
UPS	SHIPPING	122.74
US CELLULAR	MOBILE DATA	194.64
US POLICE CANINE ASSOCIAT	CERTIFICATION	75.00
US POLICE CANINE ASSOCIATION	CERTIFICATION	50.00
VAN METER & ASSOCIATES, I	COMPRESSOR	116.85
VANTAGE TRANSFER AGENTS-3	ICMARC	671.60

VERIZON WIRELESS	MOBILE DATA	303.26
VISION SERVICE PLAN	INSURANCE	564.08
WALMART COMMUNITY/RFCSLLC	SUPPLIES	322.18
WAPSIPINICON ALMANAC	LIB MATERIALS	9.00
WELLMARK	INSURANCE	22,293.60
WESSELS, JAMES L	REIMBURSEMENT	8.49
WEST DELAWARE FRIENDS OF	ROCKAPELLA GRANT	500.00
WINDSTREAM	TELEPHONE	192.18
ZANGERLE REPAIR	RECOIL	26.70
PAYROLL CHECKS		48,553.87
TOTAL		258,926.19

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

Eric Johnson, Kirkham Michael, presented the updated Airport Layout Plan (ALP) including the long range capital improvement plan to the Council. Additionally, Mr. Johnson reviewed the proposed the Apron Expansion and Taxiway Project. The Council discussed the airport plans and future development.

5.2 R-017-2016 Resolution Approving Software Agreement with Data Technologies for Utility Billing E-Bill Program

Motion by Poynor, seconded by Struble to adopt R-017-2016 Resolution Approving Software Agreement with Data Technologies for Utility Billing E-Bill Program. Motion carried, all ayes.

5.3 Liquor License Applications

Motion by Behnken, seconded by Stelken to approve the addition of Sunday Sales to the On Premise Class C Liquor License held by American Legion Post #45. ON CALL OF ROLL: AYES: Behnken, Stelken, Poynor, Sherman. NAYS: None. ABSTENTIONS: Struble (Council Member Struble abstained as he is an officer with the American Legion).

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 of upcoming meetings. City Manager Vick also recognized the Water Department and the Street Department for the work on a recent water main break, commending them on the safety measures they're taking.

7.3 City Clerk
None.

7.4 City Council Members
None.

7.5 Mayor
None.

8. Information
The Council reviewed correspondence received.

9. Closed Session
None.

10. Adjourn
Motion by Behnken, seconded by Struble to adjourn the meeting at 5:53pm. Motion carried, all ayes.

Attest:

Milt L. Kramer, Mayor

Erin Learn, City Clerk