

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, January 23, 2017

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.

Seaver Gentz, 915 Sherman Avenue, addressed the Council requesting the City consider vacating a portion of the unimproved alley behind his property. The Council discussed the request with Mr. Gentz, including his plans for the alley, easements required, and access. Neighbors Dan Beevers, 908 Doctor Street, and Bill Logan, 916 Doctor Street, questioned access if the alley is vacated and how much of the alley would be vacated.

Following discussion, the Council asked that the Planning & Zoning Commission to review the vacation of the north half (198 feet) of the alley on the block between Doctor and Sherman and Clara and Harris.

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

Consent Agenda

2.1 Approval of the minutes of the January 5, 2017 Committee of the Whole meeting and the January 9, 2017 City Council Meeting

2.2 R-010-2017 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- minutes of the January 18, 2017 Planning & Zoning Commission meeting
- minutes of the December 12, 2016 Parks & Recreation Commission meeting
- minutes of the January 9, 2017 Parks & Recreation Commission meeting
- minutes of the December 8, 2016 Library Board meeting
- Library Statistical Report for December 2016
- minutes of the January 12, 2017 Library Board meeting

2.4 Liquor License Applications

- Renewal application for Off Premise Class E Liquor License for Fareway Stores, Inc. #594

2.5 R-011-2017 Resolution Amending Salary Resolution

2.6 Approval of Downtown Incentive Grant applications

- Acquisition Grant Application in the amount of \$2,686.00 to Aunt Emmy's LLC for the property at 114 North Franklin Street
- Awning Program Grant Application in the amount of \$500.00 to Aunt Emmy's LLC for the property at 114 North Franklin Street
- Commercial Interior Grant Application in the amount of \$1,375.81 to Aunt Emmy's LLC for the property at 114 North Franklin Street
- Commercial Interior Grant Application in the amount of \$1,000.00 to Heritage Printing for the property at 124 East Main Street

2.7 R-012-2017 Resolution Approving Airport Hangar Lease

2.8 R-013-2017 Resolution Approving Contract and Performance and/or Payment Bonds for the 2017 Street Improvements Project

2.9 R-014-2017 Resolution Approving Preliminary Plat (Holtz-Bennett Family Subdivision)

2.10 R-015-2017 Resolution Approving Final Plat

2.11 Approve payment of claims totaling \$2,805.00 to Fehr Graham for engineering services

2.12 R-016-2017 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

2.13 Approval of the Consent Agenda

Motion by Sherman, seconded by Poynor to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
ACCENT LASER, INC	PD TONER/INK	409.75
ACCESS SYSTEMS LEASING	COPIER	321.93
AFLAC	AFLAC	458.91
ALAN B. COOK	FD REPAIR	147.20
ALLEN OCCUPATIONAL HEALTH	AUDIOGRAM	344.00
ALLIANT ENERGY	ELECTRICITY	19,173.67
AMAZON	LIB MATERIALS	61.29
APPLIED SPECTROMETRY, INC	MANIFOLD VALVE	635.00
AUTOMATION ENGINEERING	DATA TRANSCEIVER	2,127.13
BAKER & TAYLOR BOOKS	LIB MATERIALS	356.06
BARCO MUNICIPAL PRODUCTS	MANHOLE HOOK	111.58
BARRON MOTOR	PARTS & SUPPLIES	1,581.65
BECKER, KRIS	FITNESS INSTRUCTOR	201.60
BOB STEPHEN MOTORS	MAINTENANCE	183.35
BOUBIN TIRE & AUTOMOTICE	TIRE REPAIR	31.30
BROWN SUPPLY COMPANY	SUPPLIES	330.25
BSN SPORTS, INC	VB/BB/CARRIER	167.32
CCP INDUSTRIES	SAFETY GLASSES	43.62
CENGAGE LEARNING	LIB MATERIALS	62.38
CENTER POINT	LIB MATERIALS	127.62
CITY LAUNDERING	LIB MAINTENANCE	141.28
CITY OF MANCHESTER-FLEX	DEPCARE REIMB	909.57
COLLECTION SERV CENTER	CHLD SUPP BI-WK	292.52
COLOFF DIGITAL	WEBSITE	179.00
CONFLUENCE, INC	DOWNTOWN CONCEPT PLAN	17,676.10
CORKERY, KIMBERLY A	RETIREMENT RECEPTION	218.00
DEL CO ASSESSOR'S OFFICE	MAPS	48.00
DEL CO ECONOMIC DEVELOPMENT	2ND HALF ANNUAL CONTRIBUTION	15,000.00
DEL CO EMERGENCY MGT	2016 FLOOD SUPPLIES	2,500.00
DEL CO FAIR SOCIETY	BECKER ROOM USAGE	67.20
DEL CO SOLID WASTE COMMISSION	LANDFILL	935.20
DELAWARE INVESTMENTS	SAVINGS PLAN	375.00
DEMCO	LIB MATERIALS	202.73
DEPENDABLE AUTOMOTIVE PRODUCTS	MAINTENANCE SUPPLIES	167.09
DIGITAL ALLEY, INC	CAMERA	4,325.00
DJ REPAIR, INC	FUEL TANK REPAIR	789.17
DON & WALT, LLC	REPAIRS	212.24
DORSEY & WHITNEY, LLP	URBAN RENEWAL PLAN AMENDMENT	15,152.25
EDGEWOOD AUTO & TIRE, LLC	TIRE REPAIR	894.29
EDGEWOOD OIL, INC.	MAINTENANCE SUPPLIES	188.20
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	25,094.90
ELM USA	LIB EQUIP REPAIR	3.00
EMERALD DATA SOLUTIONS, INC	BOARDDOCS ANNUAL SERVICE	2,700.00
ENGINEERED EQUIPMENT, INC	WWTP LAMP	4,353.62
ERIN LEARN: PETTY CASH	REIMB PETTY CASH	98.62
FAREWAY STORES, INC	SUPPLIES	89.85
FARONICS TECH USA,INC	LIB MAINTENANCE	85.20
FASTENAL COMPANY, INC	HOLE SAW/HEXSH	133.08
FEHR GRAHAM	ENGINEERING	20,202.00

MARK FINK	SNOW REMOVAL	250.00
WILLIAM M BOLL	LIB MAINTENANCE	75.00
FOLLETT SOFTWARE CO	LIB LABELS	425.00
GALLS	PD SUPPLIES	718.53
GEORGEN AUTO	REPAIR	717.44
GRUNDY NATIONAL BANK	XMAS CLUB	485.00
HARLAND TECHNOLOGY SERVIC	SUPPORT	250.00
HAUSERS WATER CONDITIONING,INC	D45	40.00
HAWKINS, INC.	CHEMICALS	337.70
NEDERSON PRODUCTS, INC	PARTS	34.92
HITECH COMMUNICATIONS, LLC	LIB ALARM REPAIR	112.50
HORSFIELD CONSTRUCTION	PAY #2 (FINAL): S 5TH WATER	1,767.45
IA DARE ASSOCIATION	MEMBERSHIP	100.00
IA FIREFIGHTER'S ASSOCIAT	MEMBERSHIP DUES	416.00
IA LIBRARY ASSOC	SUBSCRIPTION	120.00
IA NARCOTIC OFFICERS ASSOCIATION	MEMBERSHIP	25.00
UNDERGROUND LOCATION COMPANY	ONE CALLS	111.20
IA PRISON INDUSTRIES	STREET SIGNS	54.40
IAMU	TRAINING	175.00
IDNR	2017 TANK FEE	65.00
INGRAM LIBRARY SERVICES,	LIB MATERIALS	85.56
INT'L ASSOC CHIEFS OF POL	MEMBERSHIP	150.00
ISU	SHADE TREE SHORT COURSE (4)	680.00
JOHN DEERE FINANCIAL	SUPPLIES & PARTS	1,505.31
K&A FARM EQUIPMENT,INC	SUPPLIES	57.20
MONKEYTOWN	LIB SUPPLIES	750.28
KBI WAREHOUSE & DISTRIBUT	FLOOD SUPPLIES	950.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING CONTRACT	21,655.82
KMCH	ANNOUNCEMENTS	108.33
KOCH BROTHERS, INC	LIB COPIER	104.01
KRAMER, MILT L	MILEAGE REIMB	47.08
LAHR REPAIR, INC	SUPPLIES	1,062.70
MELISSA LOUGHREN	VB SUPERVISOR	120.00
MAINSTAY SYSTEMS, INC	PD MAINTENANCE	1,105.00
MANCHESTER CARQUEST	PARTS	38.23
MANCHESTER FIRE FIGHTERS	REIMB AMAZON ORDER	162.17
WOODWARD COMMUNICATIONS,INC	LEGALS	291.92
MARTIN EQUIP OF IA-IL	DIPSTICK	1,188.80
MID-IOWA SOLID WASTE,INC	VAC CON PARTS	111.09
MIDWEST TAPE	LIB MATERIALS	577.41
MORTON SALT, INC	SALT	23,557.63
MUNICIPAL SUPPLY,INC	DUAL PORT MXU	154.16
NICC	TRAINING	250.00
NORSOLV, INC	SOLVENT	134.95
JOHN KEPPLER	400 ASH TREE REMOVAL	8,200.00
PALMER HARDWARE, INC	SUPPLIES	839.60
PERSONNEL CONCEPTS LTD	LABOR LAW POSTERS	328.90
PETERS LAW OFFICE	PROFESSIONAL FEES	850.00
RADIO COMMUNICATIONS,INC	MAINTENANCE	145.00
RAY O'HERRON, INC	UNIFORM SUPPLIES	71.05
REGIONAL MEDICAL CENTER	LAB TEST	30.00

RIVER CITY STONE,INC	SCREENINGS	115.47
SCHULTE, WES	FACADE: WEST SIDE	1,351.49
SENSUS METERING SYSTEMS,	REPAIR AUTOGUN	435.13
SHERE, ANGELA	REIMB SUPPLIES	437.67
SOLUTIONS MANAGEMENT GROU	PRINTER	191.19
PREMIER PARTS INC	BOSS DXT PARTS #55	960.52
STATE HYGIENIC LABORATORY	LAB TESTS	428.50
STREICHER'S,INC	PD SUPPLIES	75.97
GREGORY B TREY	WINDOW MAINTENANCE	100.00
SUPREME GREEN,INC	SNOW REMOVAL	885.00
T & W GRINDING	COMPOST MAINTENANCE	8,250.00
THOMPSON SHOES	SUPPLIES	45.00
THREE RIVERS FS	FUEL	3,946.06
TRANS-IOWA EQUIPMENT INC	CABLE	1,440.34
TREASURER STATE OF IOWA	STATE TAX	3,901.00
TSCHIGGFRIE EXCAVATING	WHITEWATER STRUCTURE 3.5	35,126.92
UNITY POINT CLINIC-OCCUPA	DRUG TEST	37.00
USA BLUE BOOK	WWTP LAB SUPPLIES	840.72
US POLICE CANINE ASSOCIATION	MEMBERSHIP	50.00
US POLICE CANINE ASSOCIAT	TRAINING	50.00
UNITED STATES TENNIS ASSO	MEMBERSHIP	35.00
VANTAGE TRANSFER AGENTS-3	ICMARC	758.08
WALMART COMMUNITY/RFCSELLC	SUPPLIES	1,078.59
WELLMARK	HEALTH INS	1,885.41
WERTJES UNIFORMS, INC	SUPPLIES	120.40
JASON WHITE	UNIFORM	115.56
WIDNER DRUG	SUPPLIES	101.20
WINDSTREAM	PHONE & INTERNET	67.09
PAYROLL CHECKS		66,928.28
TOTAL ACCOUNTS PAYABLE		341,258.65
	FUND TOTALS	
	GENERAL	169,485.04
	HOTEL MOTEL TAX	176.12
	ROAD USE TAX	55,930.74
	POLICE SPECIAL USES	4,576.66
	TAX INCREMENT FINANCING	15,152.25
	LIBRARY GIFT & TRUST	275.55
	POLICE CANINE	100.00
	DOWNTOWN INCENTIVE	1,351.49
	WHITEWATER PARK PROJECT	35,126.92
	STREET PROJECTS	21,645.88
	WATER FUND	14,847.42
	SEWER FUND	22,590.58
	TOTAL	341,258.65

Public Hearing on the Adoption of the Proposed "Code of Ordinances of the City of Manchester, Iowa"
Mayor Kramer opened the Public Hearing at 5:41pm.

City Manager Vick informed the Council that the proposed code of ordinances codifies the ordinances adopted over the past six years.

There being no public comments to be heard and no written comments on file, Mayor Kramer closed the Public Hearing at 5:43pm.

Motion by Poynor, seconded by Stelken to proceed with the first consideration and adoption of Ordinance 001-2017 An Ordinance adopting the "Code of Ordinances of the City of Manchester, Iowa." Motion carried, all ayes.

Ordinance 006-2016

Motion by Behnken, seconded by Struble to proceed with the third consideration and final adoption of Ordinance 006-2016 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by adopting a separate ordinance regulating the operation of Snowmobiles within the City. ON CALL OF ROLL: AYES: Behnken, Struble, Sherman, Stelken. NAYS: Poynor.

Resolution R-017-2017

Motion by Stelken, seconded by Behnken to adopt R-017-2017 Resolution relating to the Financing of a Proposed Project to be undertaken by the City of Manchester, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code. Motion carried, all ayes.

Resolution R-018-2017

Motion by Poynor, seconded by Struble to adopt R-018-2017 Resolution Authorizing Internal Advance of Funds for the Flood Buyout Program. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Attorney Jim Peters updated the Council on progress being made on the property at 500 North Franklin Street.

City Manager Tim Vick updated the Council on the public input meeting held last week on the downtown concept plan.

Motion by Sherman, seconded by Struble to adjourn the meeting at 5:52pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk