

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, February 13, 2017

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

Roll call of members present: Dean Sherman, Mary Ann Poynor, Connie Behnken, Ron Struble (Struble arrived at 5:04pm). Absent: Dan Stelken.

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

Mayor Kramer presented a Service Award to Nathan Detrich for 5 years of service to the Parks & Recreation Department. Also recognized was Maureen Montgomery, who was unable to attend, for her 10 years of service to the Police Department.

Council Member Struble arrived at 5:04pm.

Consent Agenda

2.1 Approval of the minutes of the January 23, 2017 City Council Meeting

2.2 R-019-2017 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- minutes of the February 1, 2017 Planning & Zoning Commission meeting
- the January 2017 Wastewater Reports
- the 2016 Aquatic Center Report
- the January 2017 Library Statistical Report
- minutes if the February 6, 2017 Parks & Recreation Commission meeting

2.4 Liquor License Applications

- New Application for 5 Day On Premise Liquor License for St. Mary Church for their gala event on March 4, 2017

2.5 R-020-2017 Resolution Amending Salary Resolution

2.6 Motion to set March 13, 2017 at 5:00pm as the date and time for a Public Hearing on the proposed annexation of 616 Quaker Mill Drive

2.7 R-021-2017 Resolution Approving Lease Agreement Extension with Dupaco Community Credit Union

2.8 R-022-2017 A Resolution of the Manchester City Council adopting the 2017 Delaware County, Iowa Multi-Jurisdictional Multi-Hazard Mitigation Plan (DCHMP)

2.9 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
AFLAC	PAYROLL WITHHOLDINGS	917.82
ALLIANT ENERGY	ELECTRICITY	49.12
ANDERSON WELDING	BRIDGE REPAIR	3,220.82
BLACK HILLS	HEATING FUEL	3,227.84
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	1,819.14
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	585.04
DEL CO AUDITOR	1ST & 2ND QUARTER GIS	6,000.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	750.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	38,015.31
FAREWAY STORES, INC	MEETING SUPPLIES	28.11
FASTENAL COMPANY, INC	SUPPLIES	119.41
FEHR GRAHAM	ENGINEERING FEES	2,805.00
GEORGEN AUTO	VEHICLE MAINTENANCE	1,104.77

GLOBAL PAYMENTS/OPEN EDGE	CREDIT CARD PROCESSING	0.30
GRAINGER, INC	SUPPLIES	207.60
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	970.00
HENDERSON PRODUCTS, INC	PARTS	139.84
HITECH COMMUNICATIONS, LLC	FRANKLIN/ACERS SIGNAL POLE	7,334.65
IA DEPT OF PUBLIC SAFETY	ANNUAL FEE	4,368.00
IA GOLD DISTRIBUTING	DRUM & FILTERS	55.00
IDNR	WASTEWATER LAB CERTIFICATION	400.00
IPERS	PAYROLL WITHHOLDINGS	22,583.61
J & R SUPPLY, INC	2017 STREET PROJECT	7,996.75
J'S AUTO, INC	TIRE MAINTENANCE	32.36
MONKEYTOWN	OFFICE SUPPLIES	275.62
KRAMER, MILT L	MILEAGE, EXPENSE REIMB	58.66
LAHR REPAIR, INC	VEHICLE MAINTENANCE	724.25
MEDIACOM	PHONE & INTERNET	347.49
MORTON SALT, INC	SALT	1,786.44
NICC	LEADERSHIP INSTITUTE	125.00
PETERS LAW OFFICE	LEGAL FEES	216.00
POSTMASTER	POSTAGE	530.07
RELIANCE STANDARD LIFE INS	INSURANCE	448.15
IOWA DEPT OF REVENUE	SALES TAX	4,691.36
TEAMSTERS LOCAL 238	UNION DUES	347.00
TREASURER STATE OF IOWA	STATE TAX	6,235.00
UNITY POINT CLINIC	ANNUAL MEMBERSHIP	50.00
US CELLULAR	MOBILE PHONE	228.31
USA BLUE BOOK	SUPPLIES	183.66
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	1,516.16
VERIZON WIRELESS	MOBILE DATA	520.39
VISION SERVICE PLAN	INSURANCE	541.36
WAGeworks	FLEX PLAN PAYMENTS	474.36
WALMART COMMUNITY	SUPPLIES	453.29
WELLMARK	INSURANCE	23,841.19
WINTER EQUIPMENT COMPANY	CURBGUARD	888.35
WORLDPAY US, INC	CREDIT CARD PROCESSING	5.04
PAYROLL CHECKS		99,747.90
TOTAL ACCOUNTS PAYABLE		246,965.54
	FUND TOTALS	
	GENERAL	133,832.31
	ROAD USE TAX	31,082.96
	EMPLOYEE BENEFITS	18,599.53
	HOUSING ACQ/DEMOLITION	60.00
	STREET PROJECTS	16,428.86
	FEMA CAPITAL PROJECTS	405.00
	WATER	23,535.01
	SEWER	23,021.87
	TOTAL	246,965.54

Regional Planning Affiliation (RPA) Region 8 Update - Chandra Ravada, Transportation Director

Chandra Ravada, RPA Transportation Director, presented the Council with information regarding transportation funding and RPA's long range transportation plan. Mr. Ravada asked for Council input regarding projects in the City of Manchester.

The Council discussed the 2020 Street Project, West Marion Street Bridge, Early Stagecoach Road, 2018 Street Project, Grand Avenue extension, Bailey Drive, trails, the use of federal funds and regulations.

Delaware County Economic Development (DCED) Year End Report - Donna Boss, DCED Director

Donna Boss, DCED Director, provided the Council with handouts and reviewed with the Council the yearend report for Delaware County Economic Development.

Alley Vacation Request

Motion by Poynor, seconded by Behnken to set February 27, 2017 at 5:00pm as the date and time for a public hearing on the alley vacation. Motion carried, all ayes.

Request of Hughes Memorial Trust & The Watershed to lease the property at 300 & 308 River Street north of The Watershed

City Manager Vick informed the Council that Jeff and Diane Ogden, representing The Watershed, are seeking to lease 300 and 308 River Street from the City (adjacent and north of the Watershed). The parcels were former flood buyout lots and are not currently being used. They are proposing to use the lots for the Share the Harvest Program, as well as expanding their parking area for the business. They would maintain the lots.

The Council discussed how the land would be used, specifically if there would be camping allowed.

Motion by Poynor, seconded by Behnken to have the City Attorney draft a lease agreement with The Watershed for the lots at 300 and 308 River Street, and the agreement be for a three year term with the clarification that no camping is allowed. Motion carried, all ayes.

Fire Truck Replacement

Fire Chief Mike Ryan discussed with the Council the equipment replacement schedule for the Fire Department. The department is proposing the replacement of two fire trucks, at an estimated total cost of \$520,000. Chief Ryan reviewed the proposal to pay for the trucks which includes utilizing Fire Truck Reserve funds, Manchester Fire Fighters Association funds, and requesting \$125,000 from the City.

Motion by Behnken, seconded by Struble to approve the addition of the replacement of two fire trucks to the proposed budget. Motion carried, all ayes.

Aquatic Center Chlorinator Replacement

Parks and Recreation Director Foley reviewed the three bids received for replacement of the chlorination system at the aquatic center. Director Foley recommended the Council proceed with the purchase of the Pulsar brand chlorination system from Lonza.

Motion by Struble, seconded by Sherman to approve the purchase of the Pulsar brand chlorination system from Lonza at a cost of \$4,470. Motion carried, all ayes.

Mowing Contract Renewal

Mayor Kramer referred the Council to the memo from Parks and Recreation Director Doug Foley.

Director Foley informed the Council that Nick Simon, Simon's Lawn Care and Maintenance, has agreed to extend the current contract for an additional two years at the same cost.

Following discussion, motion by Sherman, seconded by Behnken to approve the renewal of the City's mowing contract with Simon's Lawn Care & Maintenance for an additional two years (expiration date of October 31, 2018). Motion carried, all ayes.

Ordinance 001-2017 An Ordinance Adopting the "Code of Ordinances of the City of Manchester, Iowa"

Motion by Poynor, seconded by Struble to approve the second consideration and adoption of Ordinance 001-2017 An Ordinance Adopting the "Code of Ordinances of the City of Manchester, Iowa." Motion carried, all ayes.

Construction Project Updates

None.

Seth Peyton, East Buchanan student, asked what the City does with the old fire trucks when you replace them. Randy Rattenborg, Manchester Fire Department, responded that the trucks are either sold or traded in if the department no longer needs them.

Reports

None.

Motion by Behnken, seconded by Sherman to adjourn at 6:06pm. Motion carried, all ayes.

Attest:

Milt L. Kramer, Mayor

Erin Learn, City Clerk