

Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, June 26, 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.

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

Consent Agenda

- 2.1 Approval of the minutes of the June 12, 2017 City Council meeting
- 2.2 R-071-2017 Resolution Approving Bills
- 2.3 Approval of Appointments to City Boards & Commissions effective July 1, 2017
- 2.4 Acknowledge Receipt of City Reports & Minutes
  - the minutes of the June 21, 2017 Planning & Zoning Commission meeting
  - the minutes of the June 23, 2017 Board of Adjustment meeting
  - the May 2017 Wastewater Reports
- 2.5 Review decision of the Board of Adjustment to approve the request of Larry & Carol Kremer, 813 West Marion Street, for an exception to Section 165.09(9.2) of the City Code to allow for a twenty eight foot setback on the rear property line
- 2.6 R-072-2017 Resolution Repealing Resolution R-024-2011 "Resolution Restricting Firearms and Dangerous Weapons on Public Property"
- 2.7 R-073-2017 Resolution Waiving Right to Review Plat (Carney)
- 2.8 Motion to change the start time to 4:00pm for the July 10, 2017 City Council meeting
- 2.9 Approve Supplemental Agreement for Maintenance of Primary Roads in Municipalities with the Iowa Department of Transportation for a term of one year (7/1/2017-6/30/2018)
- 2.10 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	PD TONER/INK	639.55
ACCESS SYSTEMS LEASING	COPIER MAINT	340.56
AFLAC	PAYROLL WITHHOLDING	445.35
AK SPORTS	PD UNIFORM	71.30
ALL INCLUSIVE REC	MEMORIAL BENCH	1,770.75
ALLIANT ENERGY	ELECTRICITY	15,729.96
AMERICAN SEWER PARTS & CLEANING	BLADES	654.21
ANDERSON WELDING	REPAIR	95.00
BARD MATERIALS	CONCRETE	376.13
BECKER ELECTRIC	REPAIRS	137.34
BLACK HILLS ENERGY	HEATING FUEL	1,224.81
BOUBIN TIRE & AUTOMOTIVE	TIRES	1,249.24
BSN SPORTS	WHISTLES	73.49

BURRINGTON GROUP	ENGINEERING: 2018 STREETS	8,625.00
CITY LAUNDERING	SUPPLIES	953.98
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDING	909.57
COLLECTION SERV CENTER	PAYROLL WITHHOLDING	292.52
CORNERSTONE CONCRETE CONSTR	SIDEWALK CONCRETE	8,803.80
DAKTRONICS	COMPLEX SCOREBOARDS	10,636.00
DEL CO AUDITOR	GIS 4TH QUARTER	3,000.00
DEL CO SOLID WASTE COMMISSION	LANDFILL	948.80
DELAWARE INVESTMENTS	PAYROLL WITHHOLDING	375.00
EFTPS - FED, FICA, MEDICARE	PAYROLL WITHHOLDING	22,642.07
FAREWAY STORES	SUPPLIES	531.79
GALLS	SUPPLIES	162.70
GEORGEN AUTO	REPAIR	2,259.26
GOERDT, LEON	REFUND PARTIAL AIRPORT LEASE	250.00
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDING	485.00
HAWKINS	CHEMICALS	313.30
HERITAGE PRINTING	PRINTING	202.63
IA FIRE CHIEFS ASSOC	DUES	50.00
UNDERGROUND LOCATION COMPANY	IOWA ONE CALL	82.80
IA SECRETARY OF STATE	NOTARY RENEWAL	30.00
IDNR	UST REGISTRATION	30.00
IN THE SWIM	RUBBER BUMPER	49.87
IPERS	PAYROLL WITHHOLDING	21,722.35
KARR, LLC	SUPPLIES	618.23
KATHY'S SEWING SHOP	UNIFORM/WRIGHT	20.00
KLUESNER CONSTRUCTION	CRACK SEALING	15,718.00
KLUESNER SANITATION LLC	GARBAGE & RECYCLING	20,491.47
LAHR REPAIR, INC	ALTERNATOR REPAIR	245.84
LANDSCAPES BY CHILDSPLAY INC	BUILDING & GROUNDS	374.25
BECKY MACAREAVY	REFUND SWIM LESSON	30.00
MANCHESTER SIGNS	MEMORIAL STAND	71.25
MARLA'S SCREEN PRINTS & MORE	UNIFORM/REC SHIRTS	1,111.59
IOWA OFFICE INTERIOR	CHECKS	713.55
MES - MIDAM	FIRE HOOD	785.89
MIDWEST PATCH/HI-VIZ SAFETY	HIGH PERFORMANCE PATCH	716.80
MIDWEST WHEEL COMPANIES	REPAIR	65.32
MYERS-COX CO	CONCESSIONS	4,054.97
PREMIER PARTS INC	SUPPLIES	13.12
JOHN KEPPLER	TREE/STUMP REMOVAL	9,650.00
ON-SITE INFORMATION DESTR	DOCUMENT SHREDDING	45.00
OVERHEAD DOOR	DOOR REPAIR	144.00
PALMER HARDWARE, INC	SUPPLIES	1,029.50
PEPSI COLA BOTTLING CO	SUPPLIES	1,010.06

PHILGREEN, MICHELLE R	2017 BROADWAY KIDS	2,944.37
PIERCE MANUFACTURING INC	FIRE: TANKER PURCHASE	22,380.00
PLAYPOWER LT FARMINGTON	SWING CHAIN	144.66
SCHROEDERS CASH SUPPLY	SUPPLIES	31.16
SCHWAN'S HOME SERVICE	CONCESSIONS	490.32
SOLUTIONS MANAGEMENT GROUP	PRINTER MAINT	436.56
STATE HYGIENIC LABORATORY	LAB TESTS	153.00
SUE'S FLOWER & GARDEN CTR	TREES	1,290.50
SULLIVAN, EMILY	LIFEGUARD TRAINING	490.00
TAYLOR & ASSOCIATES	POOL FURNITURE	2,546.42
TEAMSTERS LOCAL 238	PAYROLL WITHHOLDING	347.00
THOMPSON SHOES	PD: UNIFORM	45.00
TOP GRADE EXCAVATING	PAY #3: 2017 STREETS	240,303.05
TREASURER STATE OF IOWA	PAYROLL WITHHOLDING	3,416.00
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDING	758.08
VERIZON WIRELESS	MOBILE DATA	280.19
WADE'S CUSTOM WOODWORKING	PD CABINETS	3,400.00
WELLMARK	HEALTH INS	2,195.53
WINDSTREAM	PHONE/INTERNET	105.62
PAYROLL CHECKS		65,454.94
DEPOSIT REFUNDS ON 6/23/2017		521.19
TOTAL ACCOUNTS PAYABLE		510,806.56
	FUND TOTALS	
	GENERAL	149,731.24
	FIRE TRUCK RESERVE	22,380.00
	SPORTS COMPLEX	10,636.00
	ROAD USE TAX	17,207.74
	TIRRILL TRUST	583.25
	PARK GIFT & TRUST	5,170.75
	WHITewater PARK PROJECT	30.00
	BIKEWAY/WALKWAY PROJECTS	8,803.80
	STREET IMPROVEMENT	15,718.00
	STREET PROJECTS	251,928.05
	WATER	12,948.50
	SEWER	15,669.23
	TOTAL	510,806.56

Public Hearing on the Rezoning Request of Jamie Orr to conditionally rezone the property at 704 East Main Street from R-60 (Single Family Low Density) to C-1 (Neighborhood Commercial District)  
 Mayor Kramer opened the Public Hearing at 5:04pm.

Mayor Kramer informed the Council that Jamie and Jeff Orr have submitted a rezoning request for the property at 704 East Main Street. They are requesting the property be rezoned from an R1-60 Single

Family Low-Density District to C-1 Neighborhood Commercial District to allow them the ability to use the property as an Inn and Event Center. The Planning and Zoning Commission has reviewed the request and recommend approval.

City Manager Vick reviewed conditions imposed by the Planning and Zoning Commission in their recommendation:

- Use of the structure on the premise shall be limited to an inn and event center.
- After one year of non-use as an inn and event center, the property must revert to the original R1-60 zoning classification.
- Property shall include a minimum of six off-street parking spaces.
- Signage shall be compliant with Chapter 165 (28.3) Commercial and Industrial District Signs; however a sign cannot be any larger than 24 square feet in size.
- Noise shall be compliant with Chapter 40.03 Disorderly Conduct, specifically no loud noise past 10:00p.m.
- In the event any portion of the property is hereafter rezoned to a district classification different from C-1, the conditions set forth herein shall be rendered null and void.

There being no written comments on file and no comments to be heard, Mayor Kramer closed the Public Hearing at 5:09pm.

Motion by Poynor, seconded by Sherman to approve the first consideration and adoption of Ordinance 006-2017 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa. Motion carried, all ayes.

Ordinance 004-2017 An Ordinance Vacating a Portion of an Alley described as an alley having a nominal width of 20 feet beginning at River Street and running easterly 356.5 feet through Lot 2 of Ballard's Subdivision

Jason Wenger, The Burrington Group, addressed the Council regarding Joe Hildebrand's development on West Main Street. Mr. Wenger informed the Council that one of the adjacent property owners has requested additional time to review the proposed development. As a result, Mr. Hildebrand is exploring an alternative if the vacation doesn't work out. The alternative would be a request to adjust the grade of the existing alley so that it slopes up to Hildebrand's property.

The Council reviewed the alternative and discussed the plans, elevations, alley access, snow drifting and removal, alley maintenance, and the vacation request. Motion by Behnken, seconded by Stelken to table the third reading of Ordinance 004-2017 until the July 10, 2017 to see if a consensus can be reached among the property owners. Motion carried, all ayes.

R-074-2017 Resolution Establishing Penalties for Violation of City Code Chapter 41.14 (Fireworks)

Motion by Poynor, seconded by Struble to adopt R-074-2017 Resolution Establishing Penalties for Violation of City Code Chapter 41.14 (Fireworks). Motion carried, all ayes.

Demolition Bids for 228, 304 and 314 West Main Street

Mayor Kramer reviewed the bids with the Council, noting that proposals had been received from three contractors.

The Council reviewed the proposals, noting that the bid received from the local contractor was only \$151 higher than that the low bid. The Council agreed they would like to work with the local contractor given the small difference.

Motion by Poynor, seconded by Stelken to award the demolition bid for 228, 304 and 314 West Main Street to Mark Fink. Motion carried, all ayes.

#### Request for Alternate Sewer System - 601 Seeley Street

City Manager Vick informed the Council that the City had received a request from Chris and Connie Domeyer for permission to replace a septic system that is failing at their property at 601 Seeley Street. The house sits on two acres and is over 300' from the nearest public sewer main. The City does not have any plans to extend a sewer main in this area. City Manager Vick noted that City Staff has reviewed the request and recommend allowing the Domeyer's to replace the septic system.

Chris Domeyer addressed the Council explaining the problems that he is having with the existing septic system and his plans for replacement.

The Council discussed the request and reviewed the plans. Motion by Behnken, seconded by Struble to approve the request for an alternate sewer system for 601 Seeley Street. Motion carried, all ayes.

#### Construction Project Updates

Ryan Wicks, Fehr Graham, updated the Council on the 2017 Street Project.

#### Reports

City Manager Vick referred the Council to information from the Iowa League of Cities on new laws in the State of Iowa.

City Clerk Learn informed the Council that representatives from the new auditing firm would be in the office on June 30, 2017 for an initial visit and review.

Council Member Sherman informed the Council that he had attended the Delaware County Board of Supervisors meeting on the proposed use for the building they are acquiring at 201 East Main Street.

Council Member Behnken asked if Verizon had provided the City with a timeframe for the installation of the equipment on top of City Hall. City Manager Vick commented that the lease has been finalized and Verizon is now paying rent but he had not heard when they plan to install their equipment.

Motion by Sherman, seconded by Poynor that the meeting adjourn at 5:45pm. Motion carried, all ayes.

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Milt L. Kramer, Mayor

Attest:

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Erin Learn, City Clerk