

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, July 10, 2017

At 4:00pm, the Fire Department brought the new fire truck for the City Council to view.

Mayor Kramer called the meeting to order at 4:09pm.

Roll call of members present: Dean Sherman, Mary Ann Poynor, Dan Stelken, Connie Behnken, Ron Struble.
Absent: None.

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

Consent Agenda

2.1 Approval of the minutes of the June 26, 2017 City Council meeting

2.2 R-075-2017 Resolution Approving Bills

2.3 Liquor License Applications

- Renewal Application for Off Premise Class C Beer Permit with Native Wine Permit and Sunday Sales for Casey's General Store #2185 (West Main Street)
- Renewal Application for Off Premise Class C Beer Permit with Sunday Sales for Pronto Mart

2.4 Ordinance 006-2017 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa, second consideration and adoption

2.5 R-076-2017 Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment

2.6 Approve Pay Estimate #4 in the amount of \$182,687.33 to Top Grade Excavating for the 2017 Street Improvement Project

2.7 Approve the request of Regional Medical Center to close the Marion Street bridge on September 16, 2017 from approximately 12:10pm until 12:40pm for the Rubber Duck Dash & Dive event

2.8 Approve payment in the amount of \$5,175.00 to The Burrington Group for engineering services

2.9 Approve payment of claims totaling \$25,232.25 to Fehr Graham for engineering services

2.10 R-077-2017 Resolution Approving Change Order #3 (South 5th Street Project)

2.11 Approve Pay Estimate #5 (Final Retainage) in the amount of \$16,939.22 to Horsfield Construction for the South 5th Street Project

2.12 Downtown/Commercial Incentive Program Grant Payments

- Facade Grant in the amount of \$1,553.93 for Lauryn's Keepsakes at 105 South Franklin Street
- Parking Grant in the amount of \$4,000.00 for Main Street Repair at 1213 East Main Street
- Facade Grant (Front Facade) in the amount of \$6,923.67 for Wicks Enterprises at 111 West Main Street
- Facade Grant (Side Facade) in the amount of \$10,070.48 for Wicks Enterprises at 111 West Main Street
- Facade Grant (Rear Facade) in the amount of \$5,280.46 for Wicks Enterprises at 111 West Main Street

2.13 R-078-2017 Resolution Approving Voluntary Assessment Agreement (2017 Street Project)

Recommended Action: Motion to adopt

2.14 Motion to set July 24, 2017 at 5:00pm as the date and time for a Public Hearing on the sale of City owned property

2.15 R-079-2017 Resolution Amending Salary Resolution

2.16 Approval of the Consent Agenda

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

Bills approved for payment

VENDOR	REFERENCE	AMOUNT
ACE BODY SHOP,LLC	VEHICLE REPAIR (INS REIMB)	1,578.76
AFLAC	PAYROLL WITHHOLDINGS	445.35
ALLIANT ENERGY	ELECTRICITY	32.66
AMY REEDER	REFUND SWIM LESSONS	30.00
AXON ENTERPRISE INC	PD: BODY CAMERAS	4,045.86
BARRON MOTOR	BRAKE REPAIR	221.09
BLACK HAWK AUTOMATIC SPRINKLER	BUILDING MAINT	213.00
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	292.52
COLOFF DIGITAL,INC	WEBSITE	179.00
CONFLUENCE, INC	RIVERFRONT/DOWNTOWN DESIGN	1,166.25
DEL CO ECONOMIC DEVELOPMENT	ANNUAL CONTR (1ST HALF)	15,000.00
DEL CO TOURISM	ANNUAL TOURISM CONTRIBUTION	12,000.00
DOLAN INS AGENCY	AIRPORT INSURANCE	4,400.00
DUBUQUE FIRE EQUIPMENT	PD MAINTENANCE	27.65
DUDE SOLUTIONS INC	ANNUAL MOBILE 311 SERVICE	4,140.00
EBSCO	SUBSCRIPTION RENEWALS	14,578.22
ECIA	ANNUAL DUES	3,314.56
EDGEWOOD OIL, INC	CLEANERS	155.25
EFTPS	PAYROLL WITHHOLDINGS	22,513.25
FAREWAY STORES, INC	SUPPLIES	151.81
GAFFNEY, MICHELLE	PEE WEE SOCCER INSTRUCTOR	225.00
GRUNDY NATIONAL BANK	PAYROLL WTHHLDNGS, DEPOSIT BOX	495.00
HAUSERS WATER CONDITIONING	D-45	20.00
HERITAGE PRINTING	PRINTING	12.22
HITECH COMMUNICATIONS, LLC	FIRE ALARM REPAIR	529.99
HYDRITE CHEMICAL CO, INC	CHEMICALS	2,300.87
IA DEPT OF TRANSPORTATION	STREET PAINT SUPPLIES	345.80
IA LEAGUE OF CITIES	ANNUAL DUES	2,549.00
ICMA	ANNUAL DUES	866.35
IDNR	ANNUAL WATER SUPPLY PERMIT	597.07
IPERS	PAYROLL WITHHOLDINGS	10,636.74
J & R SUPPLY	COUPLINGS, SUPPLIES	1,559.00
JOHN DEERE FINANCIAL	SUPPLIES	300.64
KARR, LLC	CAN LINERS	259.42
KIEFER SWIM PRODUCTS	GRANT: LANE MARKERS, CLOCK	3,180.91
KMCH	RADIO ANNOUNCEMENTS	500.00
KRAMER, MILT L	MILEAGE REIMB	47.08
LADCO	WASTEWATER PLANT REPAIRS	4,220.28
LANDSCAPES BY CHILDSPLAY INC	PLANTS	15.50
LONZA	CHEMICALS	2,886.25
LYNCH DALLAS, PC	LEGAL FEES	300.00
MAINSTAY SYSTEMS, INC	IT SERVICES	900.00
MANCHESTER MOTOR SUPPLY	BATTERIES	227.99
MANCHESTER PIZZA RANCH	CONCESSIONS	727.50
MANCHESTER PRESS	PUBLICATION EXPENSE	781.91
MANCHESTER SIGNS	HERO HUSTLE SIGN	175.00
MARLA'S SCREEN PRINTS & MORE	REC PROGRAM T-SHIRTS	157.00
MES-MIDAM	GRANT: FIRE EQUIPMENT	7,009.89
MYERS-COX CO	CONCESSIONS	628.57
PREMIER PARTS INC	PARTS	45.80
NBS CALIBRATIONS, INC	SERVICE & CALIBRATION	167.00
NORSOLV, INC	MAINTENANCE	134.95

JOHN KEPPLER	TREE REMOVAL	250.00
PALMER HARDWARE, INC	SUPPLIES, EQUIPMENT	2,686.99
PAYROLL CHECKS	PAYROLL	68,806.93
PEPSI COLA BOTTLING CO	CONCESSIONS	736.54
PETERS LAW OFFICE	LEGAL FEES	916.00
POSTMASTER	POSTAGE	544.98
RADIO COMMUNICATIONS	RADIO SERVICE	85.00
REGIONAL FAMILY HEALTH	PD PHYSICAL	40.00
RELIANCE STANDARD	INSURANCE	426.15
SCHNEIDER CORPORATION	MOBILE 311 HOSTING	1,200.00
SIMON'S LAWN CARE & MAINT	MOWING CONTRACT	4,415.34
SOLUTIONS MANAGEMENT GROUP	PRINTER MAINT CONTRACT	191.76
SPEER FINANCIAL	2017 BOND ISSUANCE FEES	10,715.00
STATE HYGIENIC LABORATORY	LAB TESTS	217.00
STRATEGIC INSIGHTS INC	ANNUAL MAINT: PLAN IT	499.50
SUNSHINE BOY WINDOW CLEANING	BUILDING MAINT	110.00
T & W GRINDING	COMPOSTING CONTRACT	8,250.00
THREE RIVERS FS	FUEL	4,773.08
TRANS-IOWA EQUIPMENT INC	VEHICLE MAINT	1,000.12
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	3,356.00
UPS	POSTAGE	104.74
USA BLUE BOOK	SUPPLIES	432.19
UTILITY DEPOSIT TRUST	UTILITY BILLING DEPOSIT REFUNDS	872.76
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	758.08
VISION SERVICE PLAN	INSURANCE	570.96
WALMART COMMUNITY/RFCSELLC	SUPPLIES	819.09
WEBER PAPER CO, INC	SUPPLIES	104.82
WELLMARK	INSURANCE	24,857.02
WERTJES UNIFORMS, INC	POLICE UNIFORMS	245.35
WIDNER DRUG	SUPPLIES	14.48
TOTAL		265,287.84
FUND TOTALS		
GENERAL		145,999.20
HOTEL MOTEL		12,014.48
ROAD USE TAX		19,456.01
EMPLOYEE BENEFITS		23,083.17
POLICE SPECIAL USES		4,045.86
ACQUISITION/DEMOLITION		107.66
TIRRILL TRUST		411.98
PARK GIFT & TRUST		175.00
LIBRARY GIFT & TRUST		12,485.10
DEBT SERVICE		10,715.00
WHITewater PARK PROJECT		1,166.25
STREET PROJECTS		69.00
WATER		18,188.92
UTILITY DEPOSIT TRUST		601.46
SEWER		16,768.75
TOTAL		265,287.84

Alliant Energy Community Annual Partnership Assessment

Craig Clefisch, Alliant Energy, reviewed with the Council the Community Annual Partnership Assessment prepared by Alliant Energy. Mr. Clefisch stated that Alliant Energy appreciates the opportunity to be a partner in the community.

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

Mayor Kramer stated that the Council had tabled action on this item at the last meeting, and asked the Council for motion to remove it from table. Motion by Stelken, seconded by Struble to remove Ordinance 004-2017 from the table and continue discussion. Motion carried, all ayes.

Jason Wenger, representing Joe Hildebrand, informed the Council that they had met with Randy Hahn and they could not come to an agreement on the land purchase. As a result, they would like to discuss with the Council the possibility of elevating the existing alley.

The Council reviewed the location of the alley and discussed with those present the vacation of the alley in whole or part, the disposition of the alley following the vacation, the elevation of the alley, easements, access, and maintenance.

The Council took no action on Ordinance 004-2017, and asked Jason Wenger to proceed with plans for elevation of the existing alley for the Council to review at the next meeting.

R-080-2017 Resolution Establishing Restricted Parking Zone (South 7th Street and South 8th Street)

Motion by Struble, seconded by Behnken to adopt R-080-2017 Resolution Establishing Restricted Parking Zone (South 7th Street and South 8th Street). Motion carried, all ayes.

Construction Project Updates

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

Reports

City Manager Vick updated the Council on the Public Art Project, and discussed with the Council a proposal received for a mural at the riverfront area.

Motion by Behnken, seconded by Stelken that the meeting adjourn at 4:47pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk