

Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, September 11, 2017

Mayor Kramer called the meeting to order at 5:00pm.

Roll call of members present: Mary Ann Poynor, Dan Stelken, Connie Behnken, Ron Struble, Dean Sherman (Council Member Sherman arrived at 5:03pm). Absent: None.

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

Mayor Kramer presented a proclamation in recognition of the Northeast Iowa Council of the Boy Scouts of America's 100th Anniversary and designating September 17-23, 2017 as Boy Scouts of America Week.

Consent Agenda

- 2.1 Approval of the minutes of the August 28, 2017 City Council meeting
- 2.2 R-101-2017 Resolution Approving Bills
- 2.3 Acknowledge Receipt of City Reports & Minutes
  - minutes of the September 6, 2017 Planning & Zoning Commission meeting
- 2.4 Liquor License Applications
  - Renewal Application for On Premise Class C Native Wine Permit for The Bread Basket - Manchester
- 2.5 R-102-2017 Resolution Amending Salary Resolution
- 2.6 Downtown Incentive Program Grant Payments
  - Awning Grant in the amount of \$851.35 to John Georgen for the property at 216 West Marion Street
  - Facade Grant in the amount of \$10,967.28 to John Georgen for the property at 216 West Marion Street
  - Commercial Interior Grant in the amount of \$7,500.00 to John Georgen for the property at 216 West Marion Street
- 2.7 R-103-2017 Resolution Approving Preliminary Plat (Hildebrand Subdivision)
- 2.8 R-104-2017 Resolution Approving Final Plat (Hildebrand Subdivision)
- 2.9 Approval of the Consent Agenda

Council Member Sherman arrived at 5:03pm.

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
AFLAC	PAYROLL WITHHOLDINGS	569.30
ALLIANT ENERGY	ELECTRICITY	4,824.24
APPARATUS TESTING SERVICES	FIRE PUMP CERTIFICATION	904.25
BARD MATERIALS	STREET MAINTENANCE	639.50
BARRON MOTOR	SUPPLIES	89.18
BECKER ELECTRIC	BUILDING MAINTENANCE	286.43
BOLAND RECREATION	SAFETY SURFACE	260.00
BULICEKS LANDING	NEIRL MEETING	38.00
BUSHEL & A PECK	SUPPLIES	49.90
CITY LAUNDERING	SUPPLIES	365.08
CITY OF MANCHESTER	SPORTS COMPLEX UTILS	174.74
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	913.32
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	466.05
COLOFF DIGITAL,INC	WEBSITE	179.00
CUTTING EDGE GRAPHICS	HERO HUSTLE T-SHIRTS	3,042.90

D & S PORTABLES	HERO HUSTLE RENTALS	100.00
DATA TECHNOLOGIES	REGISTRATION FEES	245.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DON & WALT	BUILDING MAINTENANCE	110.00
DUBUQUE FIRE EQUIPMENT	FIRE MAINTENANCE	480.90
WOODWARD COMMUNICATIONS	HERO HUSTLE AD	200.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	19,676.32
ERIN LEARN PETTY CASH	REIMB PETTY CASH	89.92
FALLER, KINCHELOE & CO, PLC	AUDIT	7,500.00
FAREWAY STORES	SUPPLIES	221.05
FASTENAL COMPANY	SUPPLIES	10.29
FEHR GRAHAM	ENGINEERING	17,733.95
MARK FINK	DEMOLITION	53,651.00
GEORGEN AUTO	REPAIR	24.79
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	485.00
HATALA ILLUSTRATION	MURAL PAINTING @ WHITEWATER	3,000.00
HAUSERS WATER CONDITIONING	CHEMICALS/SALT	4,240.00
HAWKINS	CHEMICALS	276.50
HENDERSON PRODUCTS	PRESSURE VALVE	25.50
IA RURAL WATER ASSOC	REGISTRATIONS	420.00
IMFOA	REGISTRATION FEE	125.00
J & R SUPPLY	GUARDIAN BLADE	275.00
JOHN DEERE FINANCIAL	SUPPLIES	671.35
KARR, LLC	SUPPLIES	48.97
KLUESNER SANITATION	HERO HUSTLE GARBAGE	60.00
KMCH	ANNOUNCEMENTS	600.00
KRAMER, MILT L	MILEAGE REIMB	59.86
MANCHESTER MOTOR SUPPLY	PARTS	195.43
MANCHESTER PIZZA RANCH	CONCESSIONS	90.00
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	828.36
MANCHESTER SIGNS	HERO HUSTLE BANNER	124.50
MARTIN EQUIP OF IA-IL	COUPLER	6.42
MEDIACOM	PHONE/INTERNET	433.02
MES - MIDAM	SUPPLIES	32.59
MYERS-COX CO	CONCESSIONS	2,170.48
NORSOLV, INC	SOLVENT	134.95
ON-SITE INFORMATION DESTR	SHREDDING	45.00
OPERATION NEW VIEW	CONTRIBUTION	2,000.00
PETERS LAW OFFICE	LEGAL FEES	850.00
PITNEY BOWES	POSTAGE	201.72
POSTMASTER	UTILITY BILLING POSTAGE	544.26
PRONTO MART	FD SUPPLIES	3.00
RADIO COMMUNICATIONS	TECH SERVICE	42.50
RELIANCE STANDARD LIFE INS	INSURANCE	423.40
RIVER CITY STONE	STREET MAINTENANCE	2,301.82
SCHROEDERS CASH SUPPLY	SUPPLIES	95.00
SIMON'S LAWN CARE & MAINT	CONTRACT MOWING	5,115.34
SMOCK, JEFF	REIMB MILEAGE	164.78
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	3,219.00
TREKMAN RACING	TIMING SERVICES	1,456.44
UPS	SHIPPING	57.65

US CELLULAR	CELL PHONES/DATA	292.10
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	771.96
VICK, TIMOTHY J	MILEAGE REIMB	52.43
VISION SERVICE PLAN	INSURANCE	594.72
WAGeworks	FLEX PLAN PAYMENTS	1,429.86
WELLMARK	INSURANCE	26,615.85
WINDSTREAM	PHONE/INTERNET	1,138.05
PAYROLL CHECKS		52,330.42
	FUND TOTALS	
	GENERAL	80,441.89
	HOTEL MOTEL TAX	3,000.00
	ROAD USE TAX	12,327.99
	EMPLOYEE BENEFIT	24,168.80
	POLICE SPECIAL USES	46.66
	TAX INCREMENT FINANCING	14.55
	ACQUISITION/DEMOLITION	53,651.00
	TIRRILL TRUST	314.90
	PARK GIFT & TRUST	4,983.84
	WHITewater PARK PROJECT	4,671.45
	STREET PROJECTS	5,889.41
	WATER	18,107.91
	WATER CAPITAL PROJECTS	3,600.00
	SEWER	12,449.94
	SEWER CAPITAL PROJECTS	3,600.00
	TOTAL	227,268.34

July 2017 Revenues:

FUND	AMOUNT
GENERAL	103,406.44
FRANCHISE FEES	66,677.56
HOTEL MOTEL TAX	20.00
FIRE TRUCK RESERVE	131.79
STREET EQUIPMENT RESERVE	979.11
ROAD USE TAX	67,097.97
EMPLOYEE BENEFIT	5,523.69
POLICE SPECIAL USES	4,250.93
EMERGENCY FUND	254.90
LOCAL OPTION SALES TAX	40,003.26
TAX INCREMENT FINANCING	1,257.88
PARK IMPROVEMENT	76.07
ACQUISITION/DEMOLITION	4,844.00
PARK GIFT & TRUST	3,939.87
LORA STEWART TRUST	0.08
LIBRARY GIFT & TRUST	1,340.51
POLICE CANINE	1.03
DEBT SERVICE	3,258.01
DOWNTOWN INCENTIVE	266.48
STREET IMPROVEMENT	3,649.00
FEMA CAPITAL PROJECTS	44,766.00
WATER	77,380.05

UTILITY DEPOSIT TRUST	1,297.05
WATER DEBT SERVICE	10,000.00
SEWER	104,385.02
SEWER REPLACEMENT	1,000.00
SEWER DEBT SERVICE	45,147.83
TOTAL REVENUES	590,954.53

August 2017 Revenues:

FUND	AMOUNT
GENERAL	273,765.22
FRANCHISE FEES	2,260.98
ROAD USE TAX	69,345.79
EMPLOYEE BENEFIT	2,252.66
POLICE SPECIAL USES	3,057.00
LOCAL OPTION SALES TAX	40,451.42
ACQUISITION/DEMOLITION	10,000.00
PARK GIFT & TRUST	5,487.14
LIBRARY GIFT & TRUST	852.50
DOWNTOWN INCENTIVE	500.01
WATER	75,143.40
UTILITY DEPOSIT TRUST	825.00
WATER DEBT SERVICE	10,000.00
SEWER	93,676.52
SEWER REPLACEMENT	1,000.00
SEWER DEBT SERVICE	45,000.00
TOTAL REVENUES	633,617.64

Construction Project Updates

Brian McWilliams, Fehr Graham, updated the Council on the 2017 Utility Improvement Project.

Motion by Sherman, seconded by Poynor that the meeting adjourn at 5:13pm. Motion carried, all ayes.

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Milt L. Kramer, Mayor

Attest:

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Erin Learn, City Clerk