

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, October 9, 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 Behnken, seconded by Stelken to approve the agenda as presented. Motion carried, all ayes.

Consent Agenda

- 2.1 Approval of the minutes of the September 21, 2017 Committee of the Whole meeting and September 25, 2017 City Council meeting
- 2.2 R-112-2017 Resolution Approving Bills
- 2.3 Acknowledge Receipt of City Reports & Minutes
 - the minutes of the October 2, 2017 Parks & Recreation Commission meeting
- 2.4 Review decision of the Board of Adjustment to approve the request of Sam Childs, 705 N Franklin St, for an exception to Section 165.06(6.2) "Site Development Regulations" of the Manchester City Code which will allow for a reduction of 2.5 feet to the minimum side yard setback of 6.5 feet and a reduction of 4 feet to the minimum rear yard setback of 30 feet for the construction of a proposed garage addition
- 2.5 Approve payment of \$6,325.00 to the Burrington Group, Inc. for engineering services
- 2.6 Ordinance 009-2017 An Ordinance Vacating a Portion of an Alley described as an Alley Lying South of Lots 153 & 154 and North of Lots 189 & 190, Manchester, Iowa, according to Plat recorded in Book I, L.D., Page 284, second consideration
- 2.7 Ordinance 010-2017 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by Adding a New Section Regulating Use of Public Right-of-Way, second consideration
- 2.8 R-113-2017 Resolution Approving Change Order #1 (2017 Street Improvement Project)
- 2.9 Approve Pay Estimate #6 in the amount of \$32,699.31 to Top Grade Excavating for the 2017 Street Improvement Project
- 2.10 Approve Pay Estimate #7 (Final Retainage) in the amount of \$67,863.05 to Top Grade Excavating, Inc. for the 2017 Street Improvement Project
- 2.11 Ordinance 011-2017 An Ordinance Amending the City Code of Manchester, Iowa, by Amending Chapter 165.22 FP/FW Flood Plain/Floodway Overlay District, first consideration
- 2.12 Ordinance 012-2017 An Ordinance Amending the City Code of Manchester, Iowa, by Amending Chapter 165.27 Off-Street Parking and Loading, first consideration
- 2.13 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. Following discussion, motion by Poynor, seconded by Struble to approve the Consent Agenda. ON CALL OF ROLL: AYES: Poynor, Struble, Behnken, Sherman. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the 2017 Street Project area).

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
AFLAC	PAYROLL WITHHOLDINGS	569.30
BARD MATERIALS	CONCRETE	2,483.54

BARRON MOTOR	PARTS	447.26
BLACK HILLS ENERGY	HEATING FUEL	1,421.27
BROWN SUPPLY COMPANY	SUPPLIES	7,572.00
BSN SPORTS	REC SUPPLIES	212.70
BUNTING, CLIFFORD D	REIMB MILEAGE	48.69
CINTAS CORPORATION	FIRST AID SUPPLIES	92.68
CITY OF MANCHESTER	PAYROLL WITHHOLDINGS	913.32
CITY OF MANCHESTER	COMPLEX: UTILITIES	345.35
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	466.05
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DIAMOND VOGEL PAINTS	PAINT	1,497.03
ECIA	GRANT WRITING	121.50
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	20,811.40
FASTENAL COMPANY	SUPPLIES	254.47
FRANCOIS, GARY	GARDEN REFUND	30.00
FREEDOM BANK	REIMB EXCESS INS FUNDS	2,350.00
GAZETTE COMMUNICATIONS	SUBSCRIPTION	322.40
GEORGEN AUTO	REPAIR	758.22
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	485.00
HEARTLAND MECHANICAL	TESTING	180.00
HENKENIUS, NEIL	GARDEN PLOT	15.00
HERITAGE PRINTING	PRINTING	164.00
IA DEPT OF TRANSPORTATION	STREET MAINT SUPPLIES	2,524.30
IA PRISON INDUSTRIES	TABLE	159.50
IA SECRETARY OF STATE	NOTARY RENEWAL	30.00
IDNR	PERMIT	134.00
J & R SUPPLY	CURB STOP	275.00
JOHN DEERE FINANCIAL	SUPPLIES	618.60
KARR	SUPPLIES	81.97
KIEFER SWIM PRODUCTS	CPR SUPPLIES	235.65
KLUESNER CONSTRUCTION	BAILEY DR RAILROAD	16,233.15
KRAMER, MILT L	REIMB MILEAGE	120.37
MAINSTAY SYSTEMS	NETWORK MAINTENANCE	900.00
MANCHESTER SIGNS	SIGN	32.00
MARLA'S SCREEN PRINTS & MORE	VB SHIRTS	306.45
MCDOWELL TRUCK & AUTO REPAIR	SUPPLIES	112.47
MEDIACOM	PHONE & INTERNET	69.95
MILLER, SANDRA	GARDEN REFUND	15.00
NACOP	MEMBERSHIP DUES	60.00
PALAS, ERIC	GARDEN REFUND	15.00
PAYROLL CHECKS	PAYROLL	57,777.74
POSTMASTER	UTILITY BILLING POSTAGE	544.94
RADIO COMMUNICATIONS	ANTENNA	16.40
RELIANCE STANDARD LIFE INS	INSURANCE	218.40
RIVER CITY STONE	BACKFILL	1,111.15
SIMON'S LAWN CARE & MAINT	MOWING CONTRACT	4,415.34
SMOCK, JEFF	REIMB MILEAGE	164.78
SPEER FINANCIAL	PROFESSIONAL SERVICES	325.00
SUNSHINE BOY WINDOW CLEANING	MAINTENANCE	110.00
T & W GRINDING	COMPOST GRINDING	8,250.00

TAUKE, MATT	REIMB SUPPLIES	116.97
THREE RIVERS FS	FUEL	7,709.90
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	3,292.00
UNLIMITED SERVICES	GARDEN REFUND	15.00
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	771.96
VERIZON WIRELESS	CELL PHONES/DATA	280.11
VISION SERVICE PLAN	INSURANCE	586.80
WEINER'S STUMP REMOVAL	STUMP WORK	699.00
WELLMARK	INSURANCE	26,417.79
WILLCO	PAINT	1,993.84
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	301.72
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	616.20
TOTAL ACCOUNTS PAYABLE		179,594.63
	FUND TOTALS	
	GENERAL	85,188.22
	ROAD USE TAX	19,763.17
	EMPLOYEE BENEFIT	22,082.70
	TAX INCREMENT FINANCING	325.00
	ACQUISITION/DEMOLITION	2,350.00
	TIRRILL TRUST	167.90
	WHITEWATER PARK PROJECT	445.50
	STREET PROJECTS	16,233.15
	WATER	12,824.47
	WATER CAPITAL PROJECTS	7,847.00
	SEWER	12,367.52
	TOTAL	179,594.63

2017 Street Project

Ryan Wicks, Fehr Graham, reviewed the final paperwork with the 2017 Street Project with the Council. The Council discussed the final numbers, the decrease in cost, the assessments, and re-seeding in the project area in the spring.

Motion by Struble, seconded by Behnken to adopt R-114-2017 Resolution Accepting Work Covering the 2017 Street Improvement Project. ON CALL OF ROLL: AYES: Struble, Behnken, Poynor, Sherman. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the 2017 Street Project area).

Motion by Behnken, seconded by Sherman to adopt R-115-2017 Resolution Adopting Final Assessment Schedule for the 2017 Street Improvement Project and Amending, Confirming and Levying the Assessments. ON CALL OF ROLL: AYES: Behnken, Sherman, Poynor, Struble. NAYS: None. ABSTENTIONS: Stelken (Council Member Stelken abstained as he owns property in the 2017 Street Project area).

Construction Project Updates

City Manager Vick updated the Council on the meeting held with residents in the 2018 Street Project area.

Ryan Wicks, Fehr Graham, reviewed construction projects in the City with the Council.

Reports

Council Member Struble asked if a resident could live in a motorhome on a lot. City Attorney Peters advised it would not be allowed, that it must be a fixed structure.

Mayor Kramer informed the Council that the annual boards and commissions and volunteer recognition reception will be held on November 1, 2017.

Motion by Stelken, seconded by Sherman that the meeting adjourn at 5:33pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk