

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, October 23, 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 Struble to approve the agenda as presented. Motion carried, all ayes.

Consent Agenda

- 2.1 Approval of the minutes of the October 9, 2017 City Council meeting
- 2.2 R-116-2017 Resolution Approving Bills
- 2.3 Acknowledge Receipt of City Reports & Minutes: September 14, 2017 Library Board Minutes; September 2017 Library Statistical Report; September Wastewater IDNR Reports; September 2017 Wastewater Activity Report; October 11, 2017 Planning & Zoning Minutes
- 2.4 Approve Liquor License applications for Cork 'N Bottle; EZ Pickins; Pizza Hut
- 2.5 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, third consideration
- 2.6 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
- 2.7 Approve payment of claims totaling \$23,092.70 to Fehr Graham for engineering services
- 2.8 Approval of temporary street and alley closing as requested by the Manchester Area Chamber of Commerce for the December 7, 2017 Window Walk Event
- 2.9 Ordinance 011-2017 An Ordinance Amending the City Code of Manchester, Iowa, by Amending 165.22 FP/FW Flood Plain/Floodway Overlay District
- 2.10 Ordinance 012-2017 An Ordinance Amending the City Code of Manchester, Iowa, by Amending Chapter 165.27 Off-Street Parking and Loading
- 2.11 R-117-2017 Resolution Amending Salary Resolution
- 2.12 R-118-2017 Resolution Approving Preliminary Plat (SW Industrial Park 5th Subdivision)
- 2.13 R-119-2017 Resolution Approving Final Plat (SW Industrial Park 5th Subdivision)
- 2.14 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
ACCENT LASER	TONER	184.85
ACCESS SYSTEMS LEASING	COPIER CONTRACT	340.56
ALLIANT ENERGY	ELECTRICITY	19,562.36
APPLIED SPECTROMETRY	MANIFOLD VALVE DIAPHRAGMS	525.00
BARD MATERIALS	CONCRETE	133.13
BLACK HILLS	HEATING FUEL	902.57
BURRINGTON GROUP	2018 STREETS ENGINEERING	6,325.00
CITY OF MANCHESTER-FLEX	EMPLOYEE FLEX CONTRIBUTIONS	2,103.69
CREATIVE PRODUCT SOURCE	SUPPLIES	162.78
DATA TECHNOLOGIES	PAYROLL TIME & ATTENDANCE	1,945.00
DEL CO SOLID WASTE COMMISSION	LANDFILL CHARGES	950.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	750.00
DIAMOND VOGEL PAINTS	PAINT/FNDTN GRANT	1,111.10

FAREWAY STORES	SUPPLIES	4.98
FASTENAL COMPANY	SUPPLIES	361.13
FEHR GRAHAM	ENGINEERING FEES	33,885.05
GIENAPP CONSTRUCTION	REPAIRS	480.00
GRAINGER	BUILDING SUPPLIES	532.18
HARLAND TECHNOLOGY SERVICE	SERVICE AGREEMENT	56.00
IA DEPT OF TRANSPORTATION	MATERIAL TESTING	2,010.79
IA WATER ENVIRONMENT ASSOC	REGISTRATION	60.00
IMFOA	CERTIFICATION	125.00
IPERS	PAYROLL WITHHOLDINGS	21,242.49
J & R SUPPLY	SUPPLIES	848.00
K & A FARM EQUIPMENT	SUPPLIES	292.37
KLUESNER SANITATION	GARBAGE/RECYCLING	20,548.31
KMCH	PUBLIC ANNOUNCEMENTS	300.00
MANCHESTER MOTOR SUPPLY	PARTS	469.03
MARTIN EQUIP OF IA-IL	REPAIR	1,423.64
MID-IOWA SOLID WASTE	SEWER PARTS	405.06
MIDWEST PATCH/HI-VIZ SAFETY	NO TRUCK SIGNS	56.00
PREMIER PARTS	PARTS	218.99
PHILIPPSON CONCRETE	CURB & SIDEWALK	3,560.00
PITNEY BOWES	POSTAGE	367.00
POSTMASTER	PERMIT	225.00
REGIONAL MEDICAL CENTER	DRUG SCREEN	55.00
RIVER CITY STONE	BACKFILL	156.42
SMOCK, JEFF	MILEAGE REIMB	164.78
SOLUTIONS MANAGEMENT GROUP	PRINTER MAINT	191.66
STATE HYGENIC LABORATORY	LAB TESTS	214.50
TOP GRADE EXCAVATING	PAY ESTIMATE 6: 2017 STREETS	32,699.31
TRANS-IOWA EQUIPMENT	BELT	239.91
UNITY POINT CLINIC	DRUG SCREEN	37.00
US CELLULAR	MOBILE PHONE	292.49
VICK, TIMOTHY J	MILEAGE REIMB	68.48
WELLMARK	HEALTH INS PAYROLL WITHHOLDINGS	2,990.26
WINDSTREAM	PHONE & INTERNET	69.00
TOTAL ACCOUNTS PAYABLE		159,645.87
	FUND TOTALS	
	GENERAL	56,701.97
	ROAD USE TAX	10,293.61
	POLICE SPECIAL USES	46.66
	TIRRILL TRUST	509.47
	CAPITAL PROJECTS	498.00
	DOWNTOWN INCENTIVE	56.62
	WHITewater PARK PROJECT	17,176.05
	STREET PROJECTS	46,123.02
	FEMA CAPITAL PROJECTS	4,250.00
	WATER	6,578.25
	WATER CAPITAL PROJECTS	3,450.00
	SEWER	10,512.22
	SEWER CAPITAL PROJECTS	3,450.00
	TOTAL	159,645.87

R-120-2017 Resolution Authorizing Development Agreement with Community Savings Bank (CSB)

City Manager Vick informed the Council that adoption of the resolution will authorize a Development Agreement between the City and CSB. CSB will invest a minimum of \$3 million for the construction of a new multi-story financial institution on the block they are currently located. Additionally, the agreement details

the proposed land swap between the City and CSB, and the partial vacation of the alley in the block. CSB further agrees to a \$1 million minimum assessment, which the tax increment will be used to finance the 2017 Utility Improvement Project. Motion by Sherman, seconded by Struble to adopt R-120-2017 Resolution Authorizing Development Agreement with Community Savings Bank. Motion carried, all ayes.

Request for Special Exception to Livestock Restrictions from Tracy and Luke Ogden

City Manager Vick informed the Council that Tracy and Luke Ogden are in the process of purchasing 600 East Prospect Street. They are requesting a Special Exception to the Livestock Restrictions, under City Code Section 55.09. Chapter 55, Animal Protection and Control, provides the City Council with the ability to grant Special Exceptions for bothersome animals (as defined) to be permitted within the City limits, provided they meet a number of restrictions. The Ogden's are requesting permission to have approximately 4 horses, up to 8 head of cattle and 6 chickens. The animals would be 4-H projects and pets housed in the existing 8 stall barn and pasture, per their letter. Following discussion, motion by Stelken, seconded by Sherman to approve the request of Tracy and Luke Ogden, for the property at 600 East Prospect Street, for a special exception to City Code 55.09 to allow for 4 horses, up to 8 head of cattle and 6 chickens on the property. Motion carried, all ayes.

Construction Project Updates

Jason Wenger, Burrington Group and Ryan Wicks, Fehr Graham, reviewed construction projects in the City with the Council.

Reports

City Manager Vick noted two houses have been demolished on East Fayette Street, the Dispatch Center is under construction and the Veteran's Memorial "Freedom is Not Free" is nearing completion.

Motion by Behnken seconded by Poynor, the meeting adjourn at 5:28pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Laura Thomas, Deputy, City Clerk