

Minutes of the Regular Meeting of the City Council of the City of Manchester
Tuesday, May 29, 2018

Mayor Kramer called the meeting to order at 5:02pm.

Roll call of members present: Dean Sherman, Mary Ann Poynor, Connie Behnken, Ron Struble. Absent: Dan Stelken.

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 May 14, 2018 City Council meeting; minutes of the May 17, 2018 Special City Council meeting; and minutes of the May 24, 2018 Committee of the Whole meeting

2.2 R-067-2018 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- the minutes of the May 8, 2018 Parks & Recreation Commission meeting
- April 2018 Revenue and Expense Reports
- April 2018 Treasurer's Report

2.4 Liquor License Applications

- Renewal Application for On Premise Class C Liquor License with Sunday Sales, Outdoor Service, and Living Quarters for Grumpy Bills at 121 South Franklin Street
- Renewal Application for On Premise Class C Liquor License with Sunday Sales and Outdoor Service for Lightning Lanes at 1110 East Main Street

2.5 Ordinance 004-2018 An Ordinance Amending the City Code of Manchester, Iowa, by Amending Chapter 135.09 Excavations, second consideration

2.6 Downtown/Commercial Incentive Program Grant Disbursement Request

- Commercial Interior Grant in the amount of \$655.28 to KDT Properties (112 North Madison Street/5K BBQ)

2.7 Approve payment in the amount of \$3,316.00 to Burrington Group, Inc. for engineering services

2.8 Approve payment in the amount of \$23,208.25 to Fehr Graham for engineering services

2.9 Ordinance 005-2018 An Ordinance Amending the City Code of the City of Manchester, Iowa, by Amending Chapter 21 City Manager, first consideration

2.10 Ordinance 006-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Water Rates and Sewer Rates, first consideration

2.11 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	TONER CARTRIDGE(S)	62.95
ACCESS SYSTEMS LEASING	COPIER MAINT	361.05
AFLAC	PAYROLL WITHHOLDINGS	545.08
ALLIANT ENERGY	ELECTRICITY	19,116.27
AMAZON CAPITAL SERVICES	SUPPLIES	95.29
AMERICAN WATER WORKS ASSOC	ANNUAL DUES	360.00
AUDITOR OF STATE OF IOWA	ANNUAL AUDIT FILING	425.00
BECKER ELECTRIC	SERVICE @ FARMERS MARKET AREA	987.00
BLACK HILLS ENERGY	HEATING FUEL	4,059.59

BOUBIN TIRE & AUTOMOTIVE	VEHICLE MAINT/REPAIR	45.34
BOULDERS INN MANCHESTER	FORGIVABLE LOAN PER AGREEMENT	100,000.00
BREHME DRUG	DOWNTOWN INCENTIVE GRANT	2,483.64
BROWN SUPPLY CO	HYDRANT SUPPLIES	10,715.00
BUNTING, CLIFFORD D	MILEAGE REIMB	47.42
CCP INDUSTRIES	OPERATING SUPPLIES	293.73
CHEMSEARCH	CHEMICALS	857.73
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	913.32
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	570.37
COMPRESSED AIR & EQUIP CO	WATER SUPPLIES	277.02
DATA TECHNOLOGIES	PAYROLL TIME & ATTENDANCE	1,565.00
DEL CO AUDITOR	ELECTION EXPENSE	2,717.77
DEL CO FAIR SOCIETY	HOT AIR BALLOON EVENT @ FAIR	5,000.00
DEL CO TOURISM	STATE FARM GRANT REIMB	500.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DON & WALT	REPAIR/MAINTENANCE	317.93
DURATUFF FLOOR COATINGS	POOL FLOOR PAINTING	4,170.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	17,568.14
ERIN LEARN PETTY CASH	POOL START UP CASH	399.94
FAREWAY STORES	SUPPLIES	236.73
FASTENAL COMPANY	PARTS/SUPPLIES	187.33
FRANKLIN & WILLOW	WEBSITE/NEWSLETTER	25.00
FRENTRESS, RANDY	REIMB SHELTER RENTAL	20.00
GEORGEN AUTO	VEHICLE MAINT/REPAIR	244.10
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	485.00
HARRISON TRUCK CENTERS	VEHICLE PARTS	277.77
HAUSERS WATER CONDITIONING	CHEMICALS/SUPPLIES	20.00
HAWKINS	CHEMICALS	335.05
HERITAGE PRINTING	OFFICE SUPPLIES	141.46
HYDRITE CHEMICAL CO	CHEMICALS	1,036.43
ICMA	ANNUAL MEMBERSHIP RENEWAL	795.39
IPERS	IPERS	21,426.20
J & R SUPPLY	STORM WATER SUPPLIES	190.00
JOHN F KEPPLER	TREE/STUMP REMOVAL	1,100.00
J'S AUTO	VEHICLE REPAIR/MAINT	104.28
KING, JODY	WSI TRAINING	75.00
KRAMER, MILT L	MILEAGE REIMB	95.92
LL PELLING CO	ASPHALT/PAVING SUPPLIES	178.20
LONZA	POOL CHEMICALS	3,543.00
MANCHESTER FIRE ASSOCIATION	REIMBURSE SUPPLIES	227.31
MANCHESTER SIGNS	SIGNS	128.00
MARLA'S SCREEEN PRINTS & MORE	UNIFORMS	119.51
MES FIRE/MUNICIPAL EMERG SVCS	FIRE/RESCUE EQUIPMENT	186.38
MID AMERICA ADMINISTRATIVE	HRA CONTRIBUTION	2,331.05
MIDWEST PATCH	STREET MAINT MATERIALS	1,545.60
MONKEYTOWN	SUPPLIES	169.30
ON-SITE INFORMATION DESTR	SHREDDING	45.00
PAYROLL CHECKS	PAYROLL	50,608.27
PITNEY BOWES	POSTAGE	8.50
POSTMASTER	POSTAGE	546.00
REGIONAL MEDICAL CENTER	PHYSICAL/TESTING	130.00

RIVER CITY STONE	ROCK/STONE	770.25
SIMON'S LAWN CARE & MAINT	VETERANS MEMORIAL SEEDING	545.00
SMOCK, JEFF	MILEAGE REIMB	167.86
STATE HYGIENIC LABORATORY	LAB TESTS	2,763.50
STEW HANSEN DODGE CITY	POLICE SQUAD CAR	34,371.55
TEAMSTERS LOCAL 238	UNION DUES	356.00
TREASURER STATE OF IOWA	STATE TAX	3,313.00
UNDERGROUND LOCATION COMPANY	ONE CALLS	19.30
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	771.96
VERIZON WIRELESS	MOBILE DATA	280.41
VICK, TIMOTHY J	MILEAGE REIMB	85.02
WEINER'S STUMP REMOVAL	TREE/STUMP REMOVAL	290.00
WELLMARK	HEALTH INS	2,310.51
WINDSTREAM	PHONE/INTERNET	146.66
TOTAL ACCOUNTS PAYABLE		307,582.38
	FUND TOTALS	
	GENERAL	134,453.20
	HOTEL MOTEL TAX	5,987.00
	ROAD USE TAX	16,399.35
	EMPLOYEE BENEFITS	2,331.05
	TIRRILL TRUST	3.45
	CAPITAL PROJECTS	100,000.00
	DOWNTOWN INCENTIVE	2,483.64
	STREET PROJECTS	10,715.00
	WATER	17,224.59
	SEWER	17,985.10
	TOTAL	307,582.38

Public Hearing on the Proposed Budget Amendment for the Fiscal Year ending June 30, 2018

Mayor Kramer opened the Public Hearing at 5:09pm.

City Clerk Erin Learn informed the Council that the reason for the amendment is primarily due to the timing of capital projects and issuance of the 2018 General Obligation bond.

There being no written comments on file and no comments to be heard, Mayor Kramer closed the Public Hearing at 5:11pm.

Motion by Behnken, seconded by Struble to adopt R-069-2018 Resolution Amending the Current Budget for the Fiscal Year ending June 30, 2018. Motion carried, all ayes.

Good to Great Recreational Trail Committee

Scott Wulfekuhle, Chairperson of the Good to Great Recreational Trail Committee, updated the Council on the Committee's activities over the recent months. Mr. Wulfekuhle shared a map with the Council of the existing trails in the City and the potential trails that the Committee has been investigating. The Committee would like to proceed with the extension of the Riverfront trail from West Marion Street along the river to Vine Street. Mr. Wulfekuhle stated that they would like to start contacting property owners along this proposed route but wanted to make sure the Council was informed first and supportive of the proposal.

The Council discussed with the Committee members present the proposed trails, the economic impact of trails, development of trails outside of City limits, and tourism opportunities with multiple recreational options in the community.

The Council thanked the Committee for their work on this project, and agreed they were supportive of the Committee's efforts. Mayor Kramer offered the City's assistance as the Committee moves forward.

R-068-2018 Resolution Approving Contract (Riverfront Phase 1 Project)

Mayor Kramer informed the Council that adoption of this resolution would approve a contract with F.L. Krapfl in the amount of \$826,819.30 for the Riverfront Park Project.

City Manager Tim Vick informed the Council that IDNR has determined that the proposed well for the water feature would need to be treated as a Public Water Source and meet the regulations for that. Because of the IDNR's determination, City Staff recommends that the well and water feature be removed from the project. Staff would like to have water and sewer stubbed to that area for future development but it will become green space for the time being. City Manager Vick stated that if the Council agrees, the contract should be approved and a change order will be prepared to remove the well and water feature for approval at a future meeting.

The Council discussed the IDNR decision and the cost to design the feature, but agreed the park is still going to be a great addition to the downtown even without the water feature.

Motion by Sherman, seconded by Struble to adopt R-068-2018 Resolution Approving Contract (Riverfront Phase 1 Project). Motion carried, all ayes.

Ordinance 007-2018 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa by adding Chapter 160 Rental Housing Code

The Council reviewed and discussed the proposed ordinance with City staff.

Motion by Poynor, seconded by Struble to proceed with the first consideration and adoption of Ordinance 007-2018 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa by adding Chapter 160 Rental Housing Code. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Manager Vick informed the Council that summer work is in full swing for City staff.

Council Member Poynor asked about the status of the water installation by the tennis courts at Tirrill Park.

Mayor Kramer informed the Council that there has been great attendance at pool in the first three days.

Motion by Behnken, seconded by Poynor that the meeting adjourn at 5:39pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk