

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa  
Monday, July 9, 2018

Mayor Kramer called the meeting to order at 4:00pm.

Roll call of members present: Dean Sherman, Mary Ann Poynor, Connie Behnken, Ron Struble, Dan Stelken (Council Member Stelken arrived at 4:03pm). Absent: None.

Motion by Poynor, seconded by Behnken to approve the agenda as presented. On call of roll: Ayes: Poynor, Behnken, Sherman, Struble. Nays: None. Motion carried.

Consent Agenda

- 2.1 Approval of the minutes of the June 20, 2018 City Council Committee of the Whole meeting and the June 25, 2018 City Council meeting
- 2.2 R-078-2018 Resolution Approving Bills
- 2.3 Acknowledge Receipt of City Reports & Minutes
  - Minutes of the July 2, 2018 Parks & Recreation Commission meeting
  - Minutes of the June 14, 2018 Library Board meeting
  - June 2018 Statistical Report for the Library
- 2.4 Liquor License Applications
  - Renewal Application for Off Premise Class C Beer Permit with Sunday Sales for Casey's General Store #2185 at 908 West Main Street
  - Renewal Application for Class C Beer Permit with Sunday Sales for Pronto Mart at 316 East Main Street
  - New Application to add Outdoor Service to the Class C Liquor License for Blanco Mexican Restaurant at 110 West Main Street
- 2.5 R-079-2018 Resolution Amending Salary Resolution (Fire, Police)
- 2.6 Downtown Incentive Program Grant Payments
  - Parking Grant in the amount of \$10,000.00 to John Georgen for the property at 216 West Marion Street
- 2.7 Approve Pay Estimate #1 in the amount of \$204,528.43 to Top Grade Excavating for the 2018 Street Improvement Project
- 2.8 Approve the request of William Scott to close the 100 block and a portion of the 200 block of South Franklin Street on August 25, 2018 from 5:00am-9:00pm for a Vietnam Veteran's Event
- 2.9 Approval of the Fire Department Roster
- 2.10 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. Council Member Stelken arrived at 4:03pm. Following review, motion by Sherman, seconded by Struble to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	TONER CARTRIDGE(S)	282.75
ADVANCED COATING CONCEPTS	SUPPLIES	60.21
AFLAC	PAYROLL WITHHOLDINGS	590.56
ALL INCLUSIVE REC	PARKS: BENCH/BIKE RACK	2,718.50
ALLIANT ENERGY	ELECTRICITY	3,738.46
AMAZON CAPITAL SERVICES	SUPPLIES	151.59
ASCAP	MUSIC LICENSE	348.00
BAUMGARTNER GATE FACTORY	METAL FABRICATION/REPAIR	525.00
BECKER ELECTRIC	LIFT STATION REPAIR	176.40
BOUBIN TIRE & AUTOMOTIVE	VEHICLE MAINT/REPAIR	1,204.87
BURRINGTON GROUP	ENGINEERING SERVICES	2,098.00
CHATEAU DIVING & FITNESS	LIFEGUARD/WSI TRAINING	125.00
CITY OF MANCHESTER	SPORTS COMPLEX UTILITIES	448.82

COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	570.37
COLOFF DIGITAL	WEBSITE MAINTENANCE	179.00
CRAW DADDY OUTDOORS	WHITewater SUPPLIES	504.00
DEL CO ECONOMIC DEVELOPMENT	1/2 ANNUAL CONTRIBUTION	15,000.00
DEL CO TOURISM	ANNUAL TOURISM CONTRIBUTION	15,000.00
DIAMOND VOGEL PAINTS	PAINT SUPPLIES	1,211.25
DJO GLOBAL	MEDICAL SUPPLIES	101.02
DON & WALT	REPAIR/MAINTENANCE	72.75
DORSEY & WHITNEY LLP	LEGAL FEES	4,000.00
EBSCO	LIBRARY MATERIALS	5,389.84
ECIA	ANNUAL MEMBERSHIP DUES	3,418.14
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	22,652.99
FAREWAY STORES	SUPPLIES	431.01
FASTENAL COMPANY	PARTS/SUPPLIES	9.26
FEHR GRAHAM	ENGINEERING SERVICES	21,809.50
GALLS	PD UNIFORM/SUPPLIES	69.83
GEORGEN AUTO	VEHICLE MAINT/REPAIR	183.02
GRAINGER	INDUSTRIAL SUPPLIES	257.13
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	485.00
IA LEAGUE OF CITIES	ANNUAL MEMBERSHIP DUES	2,626.00
IDNR	ANNUAL WATER SUPPLY FEE	596.20
IPERS	PAYROLL WITHHOLDINGS	11,674.11
ISU	FALL 2018 STREETS CONFERENCE	170.00
J & R SUPPLY	WATER SUPPLIES	3,471.00
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	204.21
KARL EMERGENCY VEHICLES	SUPPLIES	1,404.00
KLUESNER FLOORING	FLOORING STRIPS	71.76
KMCH	RADIO ANNOUNCEMENTS	560.00
KRAMER, MILT L	MILEAGE REIMB	71.94
LIBRARY IDEAS	LIBRARY SUBSCRIPTION	3,250.00
LINCOLN AQUATICS	POOL EQUIPMENT	243.83
LONZA	CHEMICALS	2,592.00
MAINSTAY SYSTEMS	NETWORK MAINTENANCE	945.00
MANCHESTER CABINETS	CABINET	40.00
MANCHESTER SIGNS	SIGNS	158.25
MARLA'S SCREEM PRINTS & MORE	UNIFORMS	870.20
MEDIACOM	PHONE/INTERNET	289.49
MES FIRE/MUNICIPAL EMERG SVCS	FIRE/RESCUE EQUIPMENT	1,143.50
MID IOWA PETROLEUM EQUIPMENT	AIRPORT MAINT	13,973.28
MIDWEST PATCH	STREET MAINT MATERIALS	859.80
MONKEYTOWN	SUPPLIES	48.15
MUNICIPAL SUPPLY	WTR/SWR SUPPLIES	263.24
MYERS-COX CO	CONCESSIONS	1,199.53
NORTHERN BALANCE & SCALE	CALIBRATE SCALE	167.00
NORTHERN IOWA TREE CARE	TREE/STUMP REMOVAL	2,350.00
ON-SITE INFORMATION DESTRUCTION	SHREDDING	45.00
OPERATION NEW VIEW	ANNUAL CONTRIBUTION	2,000.00
PAYROLL CHECKS	PAYROLL CHECKS	73,397.77
POSTMASTER	POSTAGE	545.72
RADIO COMMUNICATIONS	FIRE PAGERS	2,310.00
REGIONAL MEDICAL CENTER	EMPLOYEE VACCINATION	81.00
RELIANCE STANDARD LIFE INS	INSURANCE	418.40

RIVER CITY STONE	ROCK/STONE	15.00
SANDRY FIRE SUPPLY	FIRE SUPPLIES	1,000.00
SCHNEIDER CORPORATION	GIS APPLICATION HOSTING	1,200.00
SCHROEDERS CASH SUPPLY	SUPPLIES	21.33
SCHWAN'S HOME SERVICE	CONCESSIONS	699.15
SIMON'S LAWN CARE & MAINT	MOWING/TRIMMING	5,102.84
SMOCK, JEFF	MILEAGE REIMB	167.86
SOLUTIONS MANAGEMENT GROUP	PRINTER 8300 CONTRACT	200.93
STRATEGIC INSIGHTS	SOFTWARE	499.50
SUE'S FLOWER & GARDEN CENTER	PLANTINGS	1,753.77
SUNSHINE BOY WINDOW CLEANER	WINDOW MAINT	110.00
SUPERIOR TECHNOLOGY SERVICES	AIRPORT TERMINAL REPAIRS	323.00
T & W GRINDING	COMPOST CONTRACT	8,250.00
TAPED EDITIONS	LIBRARY: ANNUAL SUBSCRIPTION	4,368.00
TAUKE, MATT	REIMBURSE EXPENSE	32.40
TREASURER STATE OF IOWA	STATE TAX	3,883.00
USA BLUE BOOK	PARTS/SUPPLIES	1,577.70
UTILITY DEPOSIT REFUNDS	6/26/2018	152.94
VAN METER	MAINTENANCE	87.24
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	771.96
VISION SERVICE PLAN	INSURANCE	586.80
WELLMARK	INSURANCE	23,963.11
WERTJES UNIFORMS	PD UNIFORM SUPPLIES	445.40
WINDSTREAM	PHONE/INTERNET	1,127.27
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	736.77
TOTAL ACCOUNTS PAYABLE		288,928.62
	FUND TOTALS	
	GENERAL	166,818.28
	HOTEL MOTEL TAX	15,000.00
	ROAD USE TAX	17,358.30
	EMPLOYEE BENEFITS	21,970.78
	LIBRARY GIFT & TRUST	3,583.51
	POLICE CANINE	654.99
	CAPITAL PROJECTS	5,686.00
	WHITewater PARK PROJECT	4,553.50
	STREET PROJECTS	6,098.00
	WATER	16,769.23
	UTILITY DEPOSIT TRUST	152.94
	WATER CAPITAL PROJECT	14,541.00
	SEWER	15,742.09
	TOTAL	288,928.62

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.

Motion by Stelken, seconded by Behnken to acknowledge receipt of the Community Annual Partnership Assessment 2018 Report from Alliant Energy. Motion carried, all ayes.

ATV/UTV Ordinance

The Council reviewed the current ATV/UTV Ordinance which has been in place for eighteen months, and discussed how the ordinance had been working in the community.

Ordinance 008-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by amending Chapter 105.05 (5) Recreational Fires

City Manager Vick informed the Council that this ordinance amendment better defines what materials are prohibited from being used in a recreational fire.

Following review, motion by Struble, seconded by Poynor to proceed with the first consideration and adoption of Ordinance 008-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by amending Chapter 105.05 (5) Recreational Fires. Motion carried, AYES: 4, NAY: Stelken.

Acknowledge Receipt of City Council Member Resignation

Motion by Stelken, seconded by Sherman to acknowledge receipt of the resignation of City Council Member At Large Connie Behnken effective August 1, 2018. On call of roll: Ayes: Stelken, Sherman, Poynor, Struble. Nays: None. Abstentions: Behnken. Motion carried.

Construction Project Updates

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

Reports

Council Member Poynor informed the Council that representatives from Trees Forever will be touring Manchester on Thursday.

City Manager Vick informed the Council that FEMA is hosting an open house on Wednesday at Fire Station on updates to the flood maps.

Closed Session

City Attorney R.J. Longmuir advised that this was a lawful reason to enter into Closed Session.

Motion by Behnken, seconded by Stelken to enter into Closed Session at 4:37pm pursuant to Iowa Code Section 21.5(1j) to discuss the acquisition of real estate. Motion carried, all ayes.

The Council returned to open session at 4:45pm.

Motion by Behnken, seconded by Struble that the meeting adjourn at 4:56pm.

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Milt L. Kramer, Mayor

Attest:

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Erin Learn, City Clerk