

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, July 23, 2018

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

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

Mayor Kramer presented service awards to David Trumblee for 5 years of service to the City of Manchester and the Manchester Police Department and to Council Member Connie Behnken for 10 1/2 years of service to the City of Manchester.

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

Consent Agenda

2.1 Approval of the minutes of the July 9, 2018 City Council meeting and the July 18, 2018 Committee of the Whole meeting

2.2 R-080-2018 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- the Manchester Public Library Annual Report for July 1, 2017 - June 30, 2018
- the June 2018 Wastewater IDNR Reports

2.4 Liquor License Applications

- Renewal Application for Off Premise Class B Beer Permit with Sunday Sales for Casey's General Store #2185 at 908 West Main Street
- New Application for On Premise 5 Day Class B Beer Permit with Outdoor Service Area for the Manchester Area Chamber of Commerce for their Bacon & Hops event on August 11, 2018

2.5 R-081-2018 Resolution Amending Salary Resolution (Seasonal, Police)

2.6 R-082-2018 Resolution to fix a date for a Public Hearing on proposal to enter into Water Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$95,500

2.7 Downtown Incentive Program Grant Payments

- Approve the following payments to the Manchester Area Chamber of Commerce for their building at 200 East Main Street: Facade Grant (West Facade) in the amount of \$7,050.16; Facade Grant (North Facade) in the amount of \$800.06; Facade Grant (South Facade) in the amount of \$1,733.63

2.8 Acknowledge receipt of unpaid nuisance mowing and snow removal bills and approve certification to the Delaware County Treasurer for collection on property taxes

2.9 R-083-2018 Resolution Approving Change Order #2 (Riverfront Phase 1 Park Project)

2.10 Approve the request of the Fire Department to transfer funds to the Fire Truck Reserve Fund

2.11 Approve payment of claims totaling \$15,307.50 to Fehr Graham for engineering services

2.12 Approve payment of \$3,401.00 to Burrington Group, Inc for engineering services for the 2018 Street Improvement Project

2.13 Approve the request of the Hero Hustle Committee to use Schram Park for the Hero Hustle Sprint Triathlon on August 26, 2018

2.14 Approve Pay Estimate #1 in the amount of \$1,953.05 to Kirkham Michael for the Airport Environmental Assessment

2.15 R-084-2018 Resolution setting a date of meeting at which it is proposed to approve a Development Agreement with Joe Hildebrand/Bailey Drive Estates, LLC, including annual appropriation tax increment payments in an amount not to exceed \$112,000

2.16 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCESS SYSTEMS LEASING	COPIER MAINT	843.87
AFLAC	PAYROLL WITHHOLDINGS	590.56
ALLIANT ENERGY	ELECTRICITY	19,353.76
AMERICAN BANKERS INS	FLOOD INSURANCE RENEWAL	4,261.00
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	913.32
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	570.37
DEL CO SOLID WASTE COMMISSION	LANDFILL	953.20
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DEPARTMENT OF THE TREASURY	IRS FORM 720 FEE	15.82
DOLAN INS AGENCY	AIRPORT INSURANCE	1,743.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	26,477.54
GEORGEN, JOHN	DOWNTOWN INCENTIVE GRANT	10,000.00
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	485.00
IMWCA	WORK COMP PREMIUM	37,819.00
JAMES PETERS TRUST ACCOUT	LIBRARY PROPERTY ACQUISITION	25,000.00
KLUESNER SANITATION	GARBAGE/RECYCLING	21,050.52
RELIANCE STANDARD LIFE INS	INSURANCE	407.40
IOWA DEPT OF REVENUE	SALES TAX	6,996.46
TOP GRADE EXCAVATING	PAY ESTIMATE #1: 2018 STREETS	204,528.43
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	4,311.00
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	819.69
VISION SERVICE PLAN	INSURANCE	586.80
WELLMARK	HEALTH INS	2,310.51
WINDSTREAM	PHONE/INTERNET	71.47
PAYROLL CHECKS	PAYROLL	87,647.97
TOTAL ACCOUNTS PAYABLE		458,131.69
	FUND TOTALS	
	GENERAL	130,543.86
	ROAD USE TAX	13,328.37
	EMPLOYEE BENEFITS	33,930.74
	POLICE SPECIAL USES	46.66
	CAPITAL PROJECTS	25,000.00
	DOWNTOWN INCENTIVE	10,000.00
	STREET PROJECTS	204,528.43
	WATER	16,843.21
	SEWER	23,910.42
	TOTAL	458,131.69

Bushel and a Peck Retaining Wall Request - Dave Reiss

Dave Reiss, Bushel and a Peck, addressed the Council regarding flood protection at his property at 401 West Main Street. Mr. Reiss stated that he has been working with Ray Philippon on options for flood protection, and the idea they'd like to pursue is constructing a partial flood wall around the north and east side of the property utilizing the large concrete blocks that Bard makes.

The Council reviewed the proposed plans with Mr. Reiss and discussed the location of project. The Council agreed they were supportive of the proposal and directed City Staff to work with Dave Reiss and Ray Philippon on the plan.

Franklin Street Brewing Company Beer Garden Request

Mayor Kramer referred the Council to the request from Franklin Street Brewing Company to fence off a portion of Shelly Park for a designated beer garden for the River Runner Regatta and Cardboard Boat Race on September 1.

Kyle Sands, Franklin Street Brewing Company, discussed the proposed location with the Council.

Motion by Stelken, seconded by Behnken to approve the request of Franklin Street Brewing Company to fence off a portion of Shelly Park for a designated beer garden for the River Runner Regatta and Cardboard Boat Race on September 1, 2018. Motion carried, all ayes.

R-085-2018 Resolution Approving Agreement for Professional Services with Fehr Graham for the 2020 Street Improvement Project (Iowa 13 Improvements)

Mayor Kramer referred the Council to the proposal from Fehr Graham for the 2020 Street Improvement Project.

City Manager Tim Vick reviewed with the Council the estimate of costs from Fehr Graham for engineering services and the scope of the project. The Council discussed the large scope of the project, the timeframe for construction, and project specifications.

Motion by Behnken, seconded by Stelken to adopt R-085-2018 Resolution Approving Agreement for Professional Services with Fehr Graham for the 2020 Street Improvement Project (Iowa 13 Improvements). Motion carried, all ayes.

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 by Sherman, seconded by Poynor to proceed with the second 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, all ayes.

Ordinance 009-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by amending Chapter 75.02(3) "All-terrain Vehicles"

Motion by Behnken, seconded by Stelken to proceed with the first consideration and adoption of Ordinance 009-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by amending Chapter 75.02(3) "All-terrain Vehicles." Motion carried, all ayes.

Ordinance 010-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Chapter 90.08(3) "Water Service System, Repair and Maintenance, Location"

Motion by Stelken, seconded by Poynor to proceed with the first consideration and adoption of Ordinance 010-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Chapter 90.08(3) "Water Service System, Repair and Maintenance, Location." Motion carried, all ayes.

City Council Vacancy

Mayor Kramer informed the Council that Council Member Behnken's last day is August 1st, and the Council will need to decide if they would like to fill the vacancy by appointment or hold a special election. Council Member Behnken's term goes until December 31, 2019.

Following discussion, the Council decided they would like to proceed with appointing the replacement for the At-Large Council position. The Council asked that interested parties notify City Hall by August 10, and the appointment will be made at a special meeting on August 22 prior to the Council's Committee of the Whole meeting.

Construction Project Updates

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

Reports

City Manager Vick informed the Council that the City is hauling fill from the 2018 Street Project to the lot by the Don & Walt building.

Closed Session

The City Attorney had advised that the purpose listed was a valid reason to enter into closed session.

Motion by Behnken, seconded by Poynor to enter into Closed Session at 6:06pm 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 6:16pm.

Council Member Behnken thanked the Council for the experience and the opportunity to serve.

Motion by Behnken, seconded by Poynor that the meeting adjourn at 6:32pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk