

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, September 24, 2018

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

Roll call of members present: Dean Sherman, Mary Ann Poynor, Dan Stelken, Tania Bradley, Ron Struble.
Absent: None.

City Manager Vick informed the Council that the Good to Great Trails Committee has asked that the South End Trail Concept item be removed from the agenda until the October 8, 2018 meeting. Motion by Sherman, seconded by Stelken to approve the agenda as amended. Motion carried, all ayes.

Consent Agenda

2.1 Approval of the minutes of the September 10, 2018 City Council meeting & the September 19, 2018 Committee of the Whole meeting

2.2 R-101-2018 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- the minutes of the September 6, 2018 Parks & Recreation Commission meeting
- the August 2018 Wastewater IDNR Reports
- the minutes of the September 19, 2018 Planning & Zoning Commission meeting

2.4 Liquor License Applications

- Renewal Application for Off Premise Class C Native Wine Permit for The Bread Basket at 113 East Main Street

2.5 R-102-2018 Resolution Approving Fiscal Year 2017/18 Street Finance Report

2.6 Approve payment of claims totaling \$26,665.50 to Fehr Graham for engineering services

2.7 R-103-2018 Resolution Amending Salary Resolution

2.8 Approve Pay Estimate #2 in the amount of \$7,812.18 to Kirkham Michael for the Airport Environmental Assessment

2.9 Ordinance 011-2018 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Chapter 50.02(19) "Nuisances Enumerated: Weeds, Brush" - third consideration and final adoption

2.10 R-104-2018 Resolution Waiving Right to Review Plat (Meisgeier)

2.11 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	TONER CARTRIDGE(S)	257.80
ACCESS SYSTEMS LEASING	COPIER MAINT	361.05
AFLAC	PAYROLL WITHHOLDINGS	584.56
ALLIANT ENERGY	ELECTRICITY	2,148.30
AMAZON	LIB SUPPLIES	320.49
AMAZON CAPITAL SERVICES	SWIM TEAM SUPPLIES	415.70
ANDERSON WELDING	REPAIR/MAINTENANCE	38.84
BARD MATERIALS	CONCRETE	344.38
BLACK HILLS ENERGY	HEATING FUEL	1,451.89
BOB STEPHEN MOTORS	VEHICLE MAINT/REPAIR	179.98

BROWN SUPPLY	SUPPLIES	2,100.00
BSN SPORTS	RECREATION SUPPLIES	158.27
BUNTING, CLIFFORD D	MILEAGE REIMB	46.33
BURRINGTON GROUP	ENGINEERING SERVICES	6,751.00
CENGAGE LEARNING	LIBRARY MATERIALS	123.16
CENTER POINT	LIBRARY MATERIALS	131.22
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	1,377.19
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	570.37
DATA TECHNOLOGIES	SOFTWARE PROGRAM	265.00
DEL CO SOLID WASTE COMM	LANDFILL	951.70
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DES MOINES REGISTER	SUBSCRIPTION	413.25
DIAMOND VOGEL PAINTS	PAINT/SUPPLIES	503.80
EDGEWOOD OIL	VEHICLE OIL/SUPPLIES	126.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	19,828.93
ELM USA	LIBRARY MATERIALS	25.00
ENGINEERED EQUIPMENT	SUPPLIES	444.00
F.L. KRAPFL	PAY ESTIMATE #2	68,950.93
FOLEY, DOUG	MILEAGE REIMB	170.04
FOLSOM, KRISTY	ILA CONFERENCE	166.00
GAZETTE COMMUNICATIONS	SUBSCRIPTION	381.24
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	485.00
HAUSERS WATER CONDITIONING	CHEMICALS/SUPPLIES	20.00
HAWKINS	CHEMICALS	489.25
HERITAGE PRINTING	SIGNS	36.80
HITECH COMMUNICATIONS	MAINT/REPAIR	510.00
IA WALL SAWING SVCS	REPAIRS	1,725.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	109.35
IOWA ONE CALL	LOCATES	92.00
IPERS	IPERS	24,653.20
J & R SUPPLY	WTR/SWR SUPPLIES	504.00
KLUESNER SANITATION	GARBAGE/RECYCLING	20,997.92
KOCH BROTHERS	LIB COPIER MAINTENANCE	150.56
KRAMER, MILT L	MILEAGE REIMB	47.96
LANDSCAPES BY CHILDS PLAY	LANDSCAPE MATERIALS	496.25
LAWSON PRODUCTS	SUPPLIES	134.64
LIBRARY IDEAS	LIB MATERIALS	2,851.25
LILA DEUTMEYER	UNIQUELY MANCHESTER PRINT	75.00
MARLA'S SCREEEN PRINTS & MORE	FD SHIRTS	1,561.61
MATTS & MITRES	MANCHESTER PRINT	167.91
MIDWEST PATCH	STREET MAINT MATERIALS	34.00
MONKEYTOWN	SUPPLIES	813.86
MPH INDUSTRIES	LASER/RADAR TECHNOLOGY	79.95
PALMER HARDWARE	FACADE GRANT	5,065.74
PAYROLL CHECKS	PAYROLL WITHHOLDINGS	56,276.29
PLAYGROUND MAINTENANCE	PLAYGROUND MAINTENANCE	340.00
PMMIC INSURANCE	UST INSURANCE	1,328.00
REGIONAL MEDICAL CENTER	PHYSICAL	220.00
RICHARD MCCRABB	MOWING	180.00
SCANTRON SERVICE GROUP	CLOUD RECOVERY SERVICE	3,368.00
SCHMITZ, JULIE A	MILEAGE REIMB	56.68

SCHROEDERS CASH SUPPLY	SUPPLIES	86.56
SCHUMACHER ELEVATOR	ELEVATOR MAINTENANCE	163.90
SHERE, ANGELA	REIMBURSEMENT	76.30
SMOCK, JEFF	MILEAGE REIMB	168.86
STATE HYGIENIC LABORATORY	LAB TESTS	729.50
STETSON BLDG PRODUCTS	BUILDING SUPPLIES	92.00
SUPREME GREEN	LAWNCARE MAINTENANCE	160.00
T & W GRINDING	COMPOST CONTRACT	10,250.00
TEAMSTERS LOCAL 238	PAYROLL WITHHOLDINGS	421.00
THREE RIVERS FS	FUEL/FERTILIZER	5,705.51
TOP GRADE EXCAVATING	PAY ESTIMATE #3	75,452.74
TREASURER STATE OF IOWA	STATE TAX	3,726.00
UPS	SAMPLES	174.80
US DEPT OF EDUCATION	PAYROLL WITHHOLDINGS	237.61
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	819.69
VICK, TIMOTHY J	MILEAGE REIMB	311.74
WELLMARK	HEALTH INS	2,239.05
WINDSTREAM	PHONE/INTERNET	66.74
WOODWARD COMMUNICATIONS	LEGALS/ADVERTISING	134.52
TOTAL ACCOUNTS PAYABLE		333,848.16
	FUND TOTALS	
	GENERAL	124,445.62
	ROAD USE TAX	20,882.74
	LIBRARY GIFT & TRUST	3,059.72
	DOWNTOWN INCENTIVE	5,065.74
	WHITewater PARK PROJECT	68,950.93
	STREET PROJECTS	81,703.74
	WATER	16,872.54
	SEWER	12,867.13
	TOTAL	333,848.16

Public Hearing

Mayor Kramer informed the Council and those present that this is the Public Hearing on the request of Bill Rave to rezone 100 Crescent Drive from R-1 to R-2 to allow for the construction of a duplex. Mayor Kramer noted that the Planning & Zoning Commission had held a Public Hearing on September 19th on the request and the rezoning request was not approved by the commission.

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

Bill Rave reviewed the plans for the proposed duplex with the Council, noting they would like to construct a nice building on the lot that would add to the neighborhood.

Council Member Stelken asked if it was going to be designated senior housing. Mr. Rave responded that they were hoping it would be housing that seniors would be interested in.

Kevin Bagby, 104 Crescent Drive, expressed concern about what would happen to the property when the Rave's sold it, and that it could become low income housing.

Mary Bagby, 104 Crescent Drive, expressed concern about having a rental property next to their home, noting they work hard to keep their property nice.

Council Member Sherman asked if Northtown Estates had any covenants that would preclude this type of construction. Mr. Rave responded that there were covenants but he didn't think they were still in effect.

Kenneth Dighton, 101 Crescent Drive, expressed concern about traffic as the lot is next to a busy intersection with a steep grade. Mr. Dighton also expressed concern about street parking in that area.

Del Steenhard, 127 Rays Court, commented that all the houses in the neighborhood are single family units, and noted that the intent of zoning is to create harmony in a neighborhood.

Council Member Bradley asked the neighbors if there would be a concern if a single family home was constructed there and asked Mr. Rave about the size of garages for the proposed duplex. Bradley noted that even if a single family home is sold, there is no guarantee about who may buy it and how they keep their home. Mr. Rave responded that the garages would be oversized one stall garages. Mr. Rave further responded that he intends to build a nice duplex, and noted that even single family homes can have multiple cars.

Council Member Poynor asked if the covenants for the subdivision were still in place, and asked how many of those present bought their homes under the assumption that there would only be single family homes in the neighborhood.

Leo Monaghan, 117 Crescent Drive, noted that this is a great neighborhood to live in and commented how well everyone gets along. Monaghan further stated that the proposed duplex is a pretty marginal piece of economic development and he thinks it would be a mistake to approve the rezoning.

Council Member Sherman commented that there has been a real push in our community to add housing, including rental housing. Sherman noted he is conflicted on the request because he would like to see additional housing but he is not sure this is the right location.

Mayor Kramer asked Mr. Rave if he would consider constructing a single family home? Mr. Rave responded that he would consider it as he wants to do something with that lot.

Council Member Stelken asked those present where they think a duplex should go since they don't want it in their neighborhood. Mr. Monaghan responded that the location where the duplex was built on Honey Creek Drive is a great location, expressing that the concerns with traffic that have been brought up are important considerations. Stelken further commented that he is also conflicted on this request as he thinks the duplex is a good idea and would add nice housing to the community.

Kathy Steenhard, 127 Ray's Court, asked the Council if they would want a rental duplex next to their home. Council Member Stelken responded yes, and noted that he does have several rentals around him.

Mayor Kramer noted the need for housing in the community, and referenced how well the units have gone over that were constructed by the Good Neighbor Home and on Bailey Drive.

Judy Haynes, 104 Winslow Drive, expressed concern about trying to get out of her driveway with the additional traffic from the duplex, and noted that the intersection is dangerous at that corner.

The City Clerk informed the Council that written comments were received from Duane and Joan Sherman, 109 East Honey Creek Drive, and Robert and Carol Moroney, 108 Crescent Drive. A petition expressing opposition to the rezoning was received and signed by 12 of the 15 property owners located within 200 feet of 100 Crescent Drive.

There being no further comments to be heard, Mayor Kramer closed the Public Hearing at 5:30pm.

Following discussion, motion by Stelken, seconded by Poynor to proceed with the first consideration and adoption of Ordinance 013-2018 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa. ON CALL OF ROLL: AYES: None. NAYS: Stelken, Poynor, Bradley, Sherman, Struble. Motion failed.

Bailey Drive Estates 2nd Subdivision

City Manager Vick reviewed the proposed subdivision with the Council, noting that it is a three lot subdivision of property owned by Roger Simons which is being acquired by Joe Hildebrand. Lot 9 will provide access around the existing mini storage units on the property with Lot 10 being the remainder of the original parcel. Lot 11 represents the area used for the storm water detention area.

Following discussion, motion by Sherman, seconded by Struble to adopt R-105-2018 Resolution Approving Preliminary Plat of Bailey Drive Estates 2nd Subdivision. Motion carried, all ayes.

Motion by Sherman, seconded by Struble to adopt R-106-2018 Resolution Approving Final Plat of Bailey Drive Estates 2nd Subdivision. Motion carried, all ayes.

Bailey Drive Estates Rezone Request

Mayor Kramer informed the Council that the Planning and Zoning Commission had met on September 19th to review the rezoning request and recommend its approval contingent to the planting of arborvitaes or other such shrubbery for screening along the northern portion of the property along the south side of: 847, 851, and 901 East Main Street.

The Council discussed the screening requirements recommended by the Planning & Zoning Commission and the proposed ordinance.

Motion by Stelken, seconded by Struble to amend Ordinance 012-2018 to include requirements for screening as recommended by the Planning & Zoning Commission on September 19, 2018 and referenced in the Master Plan PUD dated September 21, 2018. Motion carried, all ayes.

Motion by Sherman, seconded by Bradley to approve the first consideration and adoption of amended Ordinance 012-2018 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa. Motion carried, all ayes.

South End Trail Concept - Good to Great Trails Committee

REMOVED FROM THE AGENDA.

R-107-2018 Resolution of Support for the East Trail Extension Project

Ryan Wicks informed the Council that Fehr Graham has been working with the Good to Great Trails Committee. The Trails Committee is currently exploring a trail that would connect the Good Neighbor Home to the Stiles Street Trail, and would like to apply for grant funding for the trail through the Federal Recreational Trails Program which requires a 20% local match. The current estimate for the proposed trail extension is \$700,000. The Trails Committee is asking for the City's support of this application.

The Council discussed the cost, length of trail, retaining wall required, budget, grant award, options for funding request through the grant, and engineering cost. The Council agreed that the grant application should be for the full amount of the estimated project cost.

Motion by Poynor, seconded by Stelken to adopt R-107-2018 Resolution of Support for the East Trail Extension Project and request the full amount of the proposed project in the grant application. Motion carried, all ayes.

RFP for Removal of 104 North Tama Street

The Council reviewed the RFP and discussed the landscaping requirements, timeframe for removal, advertising for the removal, and available lots for relocation.

Motion by Stelken, seconded by Poynor to approve the RFP for removal of 104 North Tama Street, removing the landscaping requirements from the RFP. Motion carried, all ayes.

Don Meyer

Mr. Meyer was not present at the meeting.

Construction Project Updates

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

Reports

City Attorney Jim Peters updated the Council on the status of several abandoned and nuisance properties in the City.

Council Member Stelken asked about a three stall garage that is being built on a vacant lot and if that was allowed. City Manager Vick responded that the lot had been resurveyed and combined with property owner's house lot to make one large lot.

Motion by Poynor, seconded by Bradley that the meeting adjourn at 6:25pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk