

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa
Monday, April 8, 2019

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

Roll call of members present: Dean Sherman, Mary Ann Poynor, Dan Stelken (arrived at 5:11pm), Ron Struble.
Absent: Tania Bradley.

Mayor Kramer presented Service Awards to Jonathan Piersch for 5 years of service to the Manchester Police Department and to Jim Hauschild for 25 years of service to the Manchester Police Department.

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

Consent Agenda

2.1 Approval of the minutes of the March 25, 2019 City Council meeting

2.2 R-039-2019 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- the March 2019 Statistical Report for the Library
- the March 2019 Wastewater Reports
- the minutes of the April 1, 2019 Parks & Recreation Commission meeting

2.4 Downtown Incentive Program Grant Applications

- Interior Grant in the amount of \$1,757.98 for Lake Design & Decor for the property at 109 North Franklin Street

2.5 Ordinance 002-2019 An Ordinance Amending the Official Zoning Map of the City of Manchester, Iowa, third consideration and final adoption

2.6 Approve the request of the American Legion Post 45 to close the alley behind the Legion in the evening on June 15, 2019 to celebrate 100 years of Post 45 and 10 years of the American Legion Riders

2.7 R-040-2019 A Resolution Approving the Agreement between the City of Manchester and the Chauffeurs, Teamsters and Helpers Local Union No. 238 Affiliated with International Brotherhood of Teamsters covering the Police Bargaining Unit - July 1, 2019 to June 30, 2020

2.8 Approve Progress Estimate #8 in the amount of \$4,882.61 to Kirkham Michael for the Airport Environmental Assessment

2.9 Motion to set May 13, 2019 at 5:00pm as the date and time for a Public Hearing on the Proposed Contract Documents for the South Madison Parking Lot Project

2.10 Approve payment of \$1,470.00 to Burrington Group for engineering services related to the 2018 Street Improvement Project

2.11 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. Motion by Poynor, seconded by Sherman to approve the Consent Agenda. On call of roll: Ayes: Poynor, Sherman, Struble. Nays: None. Motion carried.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	TONER CARTRIDGE(S)	64.95
AFLAC	PAYROLL WITHHOLDINGS	584.56
AK SPORTS	SUPPLIES	24.00
AMAZON	LIBRARY SUPPLIES	121.79
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	192.11
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	1,069.26
BARRON MOTOR	PARTS/SUPPLIES	176.92
BECKER ELECTRIC	REPAIR/MAINT	840.86

BIBLIONIX	APOLLO ILS/LSP SYSTEM	2,715.00
BLACK HAWK AUTOMATIC SPRINKLER	FIRE SPRINKLER MAINTENANCE	217.00
BLACK HILLS ENERGY	HEATING FUEL	6,834.59
BLANK PARK ZOO	MEMBERSHIP	109.00
BOUBIN TIRE & AUTOMOTIVE	VEHICLE MAINT/REPAIR	241.22
BUNTING, CLIFFORD D	MILEAGE REIMB	46.98
CANTERBURY DESIGNS	PARK BENCH	5,970.00
CENGAGE LEARNING	LIBRARY MATERIALS	154.35
CITY OF MANCHESTER	PAYROLL WITHHOLDINGS	1,377.19
COLIBRI SYSTEMS NORTH AMERICA	LIBRARY MATERIALS	210.60
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	570.37
COLOFF DIGITAL	WEBSITE MAINTENANCE	179.00
COMPRESSED AIR & EQUIP CO	AIR COMPRESSION SERVICES	356.60
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DELHI LUMBER	BUILDING SUPPLIES	34.16
DEMCO	LIBRARY MATERIALS	95.59
DON & WALT	REPAIR/MAINTENANCE	333.94
DON'S APPLIANCE	MICROWAVE	108.00
DON'S TRUCK SALES	PARTS & SUPPLIES	7,990.67
ECIA	GRANT WRITING	2,640.00
EDGEWOOD OIL	VEHICLE OIL/SUPPLIES	1,039.80
EFTPS	FED/FICA TAX	18,877.68
ELM USA	LIBRARY MATERIALS	43.50
FAREWAY STORES	SUPPLIES	42.42
FASTENAL COMPANY	PARTS/SUPPLIES	381.98
FEHR GRAHAM	ENGINEERING FEES	26,919.00
FOLEY, DOUG	MILEAGE REIMB	197.20
FRANKLIN & WILLOW	WEBSITE/NEWSLETTER	181.25
FRIENDS OF GRIMES PUBLIC LIBRARY	SOFTWARE	225.00
GREELEY FIRE DEPARTMENT	CPR TRAINING	574.00
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	425.00
HACH CO	WATER SUPPLIES	1,053.50
HAUSERS WATER CONDITIONING	CHEMICALS/SUPPLIES	20.00
HERITAGE PRINTING	LEISURE GUIDE	2,282.64
HITECH COMMUNICATIONS	MAINT/REPAIR	510.00
IOWA ONE CALL	LOCATES	22.00
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	6,731.09
KIRKHAM MICHAEL	PAY #7: AIRPORT ENVIRONMENTAL	4,882.62
KMCH	RADIO ANNOUNCEMENTS	260.00
KRAMER, MILT L	MILEAGE REIMB	51.04
LANGEL, JANICE	EMBROIDERY	42.00
LAWSON PRODUCTS	TOOLS & MATERIALS	40.75
LIBRARY IDEAS	DIGITAL MATERIALS	69.90
LINK HYDRAULIC	HYDRAULIC PARTS/SUPPLIES	255.56
LL PELLING CO	ASPHALT/PAVING SUPPLIES	1,158.05
MAINSTAY SYSTEMS	NETWORK MAINTENANCE	945.00
MANCHESTER CHIROPRACTIC	INTERIOR GRANT	1,815.78
MANCHESTER FIRE ASSOCIATION	REIMBURSE SUPPLIES	791.25
MANCHESTER MOTOR SUPPLY	AUTO PARTS	236.78
MARTIKA DANIELS	CIRCUS VARIETY SHOW	125.00
MARTIN EQUIP OF IA-IL	PARTS/SUPPLIES	235.20

MCCLURE ENGINEERING CO	CREATIVE PLACEMAKING	17,567.00
MEARDON, SUEPPEL, DOWNER	LABOR RELATIONS	1,400.00
MIDWEST TAPE	LIBRARY MATERIALS	549.86
NICC	MREP PHONE/INTERNET	95.00
OASIS PUMP SERVICE	SNOW REMOVAL	2,610.00
OFFICE EXPRESS	OFFICE SUPPLIES	162.88
PALMER HARDWARE	PARTS/SUPPLIES	770.41
PAYROLL CHECKS	PAYROLL	55,194.16
PETERS & LONGMUIR	LEGAL FEES	940.00
POSTMASTER	POSTAGE	540.16
PREMIER PARTS	PARTS/SUPPLIES	31.34
RELIANCE STANDARD LIFE INS	INSURANCE	412.15
RIVER CITY STONE	ROCK/STONE	321.99
SCHERBRING, TODD	DOWNTOWN INCENTIVE GRANT	2,529.23
SCHERRMAN'S IMPLEMENT	SNOWBLOWER PARTS	105.60
SMOCK, JEFF	MILEAGE REIMB	178.64
SOLUTIONS MANAGEMENT GROUP	PRINTER 8300 CONTRACT	211.13
STOREY KENWORTHY	OFFICE SUPPLIES	330.98
T & W GRINDING & COMPOST	COMPOST CONTRACT	8,662.50
TREASURER STATE OF IOWA	STATE TAX	3,318.00
US DEPT OF EDUCATION	PAYROLL WITHHOLDINGS	225.22
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	819.69
VICK, TIMOTHY J	MILEAGE REIMB	82.36
VISION SERVICE PLAN	INSURANCE	601.60
WELLMARK	INSURANCE	27,374.29
WIDNER DRUG	SUPPLIES	22.99
WILSON, KATHY	LIBRARY PROGRAM	150.00
WINDSTREAM	PHONE/INTERNET	1,122.65
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	927.21
TOTAL ACCOUNTS PAYABLE		231,325.74
	FUND TOTALS	
	GENERAL	88,627.26
	FRANCHISE FEES	17,567.00
	ROAD USE TAX	34,680.63
	EMPLOYEE BENEFIT	23,126.11
	PARK IMPROVEMENT	5,970.00
	LIBRARY GIFT & TRUST	344.49
	POLICE CANINE	7.99
	CAPITAL PROJECTS	2,600.00
	DOWNTOWN INCENTIVE	4,345.01
	STREET PROJECTS	24,319.00
	WATER	15,354.17
	SEWER	14,384.08
	TOTAL	231,325.74

Rental Housing Code

Motion by Poynor, seconded by Sherman to proceed with the third consideration and final adoption of Ordinance 001-2019 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by adding Chapter 160 Rental Housing Code. On call of roll: Ayes: Poynor, Sherman, Struble. Nays: None. Motion carried.

Ordinance 005-2019 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by adding Scheduled Fines for Traveling on Barricaded Street or Alley

Council Member Stelken arrived at 5:11pm.

Motion by Sherman, seconded by Struble to proceed with the first consideration and adoption of Ordinance 005-2019 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, by adding Scheduled Fines for Traveling on Barricaded Street or Alley. On call of roll: Ayes: Sherman, Struble, Poynor, Stelken. Nays: None. Motion carried.

Urban Revitalization Plan Amendment

City Manager Vick informed the Council that Council Member Struble had requested that this be placed back on the agenda for reconsideration and Mayor Kramer authorized having it placed on the agenda.

City Attorney Jim Peters advised the Council that since the motion was approved at the last meeting, the prior motion should be rescinded if the Council would like to make a change.

Council Member Struble stated that he requested the item be placed back on the agenda because he wanted to discuss further increasing the incentive for multi-family residential construction in order to encourage development.

The Council discussed the multi-family residential incentive; state laws related to urban revitalization; the financial impact of the different incentives; how to encourage new housing development; incentives offered by neighboring communities; and offering the increased incentive for a limited time.

Motion by Struble, seconded by Sherman to rescind the motion adopted at the March 25, 2019 City Council meeting that amended the Urban Revitalization Plan for Multi-Residential Improvements. On call of roll: Ayes: Struble, Sherman, Stelken. Nays: Poynor. Motion carried.

Motion by Sherman, seconded by Struble to proceed with amending the City's Urban Revitalization Plan for "Multi-residential Improvements" to provide a tax exemption of 100% for years 1-5 and a tax exemption of 70% for years 6-10, with this incentive to sunset after five years and return the original incentive. On call of roll: Ayes: Sherman, Struble, Stelken. Nays: Poynor. Motion carried.

Construction Project Updates

Ryan Wicks, Fehr Graham, updated the Council on construction projects.

Reports

City Manager Vick updated the Council on the proposed property tax reform bill being discussed by the State. City Manager Vick also updated the Council on work being done to the walkway by the river.

Motion by Poynor, seconded by Stelken that the meeting adjourn at 5:45pm. On call of roll: Ayes: Poynor, Stelken, Sherman, Struble. Nays: None. Motion carried.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk