

**Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, July 8, 2019**

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

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

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

Consent Agenda

2.1 Approval of the minutes of the June 24, 2019 City Council meeting

2.2 R-075-2019 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- the May 2019 Wastewater Reports

2.4 Review the decision of the Board of Adjustment to approve the request of Russell Perkins for the property located at 213 Stiles Street, for an exception to City Code Section 165.6.2, Site Development Regulations for R1-70 Districts, which would allow for a reduction of 5 feet to the minimum required front yard setback for the construction of an open air porch

2.5 Review the decision of the Board of Adjustment to approve the request of Community Savings Bank for property located at 221 East Main Street, for a conditional use permit for the purpose of placing a sequencing messaging sign on the property and for an exception to City Code Section 165.28(f)(3) which will allow for the construction of a 107 square foot sign on the property

2.6 Downtown Incentive Program Grant Payment Requests

- Awning Grant in the amount of \$1,451.53 to Roger Lake for the property at 105 North Franklin Street

2.7 Commercial Incentive Program Grant Payment Requests

- Interior Grant in the amount of \$7,500.00 to Joe Petchulat/TurnKey Security Equipment for the property at 913 East Main Street

2.8 R-076-2019 Resolution Amending Salary Resolution

2.9 Approve payment of \$764.00 to Burrington Group for engineering services for the 2020 East Main Street Improvement Project

2.10 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. The Council discussed the exception request approved by the Board of Adjustment for the sign at Community Savings Bank. Following review, motion by Sherman, seconded by Stelken to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	TONER CARTRIDGE(S)	254.80
ADDOCO	PLAYGROUND MULCH	1,338.75
ADVANCED COATING CONCEPTS	ASBESTOS INSPECTION	1,155.00
AFLAC	PAYROLL WITHHOLDINGS	584.56
ALLIANT ENERGY	ELECTRICITY	4,105.41
AMAZON CAPITAL SERVICES	SUPPLIES	120.65
BARD MATERIALS	STREET REPAIRS	796.01
BAUMGARTNER GATE FACTORY	REPAIR/MAINTENANCE	348.28
BLACK HILLS ENERGY	HEATING FUEL	1,450.43

BREHME DRUG	FIRST AID SUPPLIES	23.68
BROWN SUPPLY	FIRE HYDRANT	2,260.00
CALHOUN-BURNS & ASSOC	BRIDGE INSPECTIONS	1,109.25
CITY LAUNDERING	MAINTENANCE/SUPPLIES	156.56
CITY OF MANCHESTER	COMPLEX WATER/SEWER	59.78
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	1,377.19
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	570.37
COLOFF DIGITAL	WEBSITE MAINTENANCE	179.00
DEL CO ECONOMIC DEV	ANNUAL CONTRIBUTION (1/2)	15,000.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DEPOSIT REFUNDS ON 6/28/2019	DEPOSIT REFUNDS	314.80
DIGITAL ALLEY	VIDEO SUPPLIES	395.00
DON & WALT	REPAIR/MAINTENANCE	29.59
DUBUQUE FIRE EQUIPMENT	FIRE EXTINGUISHER MAINT	116.88
EBSCO	LIBRARY SUBSCRIPTIONS	5,536.00
ECIA	PROFESSIONAL SERVICES	3,521.72
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	22,512.35
F.L. KRAPFL	PAY #7 RIVERFRONT PARK	84,823.51
FAREWAY STORES	SUPPLIES	264.69
FEHR GRAHAM	ENGINEERING FEES	42,832.00
GEORGEN AUTO	VEHICLE MAINT/REPAIR	81.48
GRUNDY NATIONAL BANK	SAFE DEP BOX/CHRISTMAS CLUB	435.00
HAUSERS WATER CONDITIONING	CHEMICALS/SUPPLIES	60.00
HERITAGE PRINTING	OFFICE SUPPLIES	16.52
IA LAW ENFORCEMENT ACADEMY	TELECOMMUNICATOR TRAINING	1,050.00
IA SECRETARY OF STATE	NOTARY RENEWAL	30.00
IDNR	ANNUAL WATER SUPPLY REG	593.78
IPERS	PAYROLL WITHHOLDINGS	25,612.75
J & R SUPPLY	WTR/SWR SUPPLIES	2,825.00
KMCH	RADIO ANNOUNCEMENTS	560.00
LANDSCAPES BY CHILDSPLAY	TRIMMING	37.50
LIBRARY IDEAS	DIGITAL MATERIALS	3,250.00
LUCAS HOLDINGS	TIF DEVELOPMENT AGREEMENT	12,607.55
MAS MODERN MARKETING	SUPPLIES	106.78
MES FIRE/MUNICIPAL EMERG SVCS	FIRE/RESCUE EQUIPMENT	1,143.50
MIDWEST PATCH	STREET MAINT MATERIALS	772.80
MOMENTUM	SCREEN PRINTING	178.75
MUNICIPAL SUPPLY	WTR/SWR SUPPLIES	4,990.00
NORTHERN BALANCE & SCALE	CALIBRATION SERVICES	167.00
NORTHERN LIGHTS DISTRIBUTING	CONCESSION SUPPLIES	1,475.18
OELWEIN PUBLISHING	PUBLICATION	225.00
OLIVE THAT DELI	MEETING SUPPLIES	118.50
OVERDRIVE	LIBRARY MATERIALS	1,068.77
PAYROLL CHECKS	PAYROLL	73,111.12
PEPSI COLA BOTTLING	CONCESSIONS	491.60
POSTMASTER	POSTAGE	541.58
RADIO COMMUNICATIONS	REPAIR/MAINT	85.00
RELIANCE STANDARD LIFE INS	LIFE INSURANCE	423.15
MCCRABB, RICHARD	MOWING	270.00
SCHROEDERS CASH SUPPLY	SUPPLIES	926.95
SCHWAN'S HOME SERVICE	CONCESSIONS	291.98
SMOCK, JEFF	MILEAGE REIMB	178.64
SPEER FINANCIAL	FINANCIAL SERVICES	2,500.00
SPRAY-LAND USA	TRIGGER GUN	35.85

STATE HYGIENIC LABORATORY	LAB TESTS	253.50
STOREY KENWORTHY	OFFICE SUPPLIES	89.13
STRATEGIC INSIGHTS	TRAINING SERIES	525.00
SUPREME GREEN	MOWING CONTRACT	4,366.69
T&W GRINDING	COMPOST CONTRACT	8,662.50
TAPED EDITIONS	AUDIOBOOK ANNUAL SUBSCR	2,479.00
TEAMSTERS LOCAL 238	UNION DUES	519.00
TRANS-IOWA EQUIPMENT	EQUIP PARTS/SERVICE	2,218.24
TREASURER STATE OF IOWA	STATE TAX	3,577.00
US CELLULAR	MONTHLY CELL/DATA CHARGES	336.21
US DEPT OF EDUCATION	PAYROLL WITHHOLDINGS	225.22
USA BLUE BOOK	PARTS/SUPPLIES	572.56
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	819.69
VISION SERVICE PLAN	INSURANCE	634.78
WELLMARK	INSURANCE	27,214.79
WIDNER DRUG & GIFT	SUPPLIES	10.46
WINDSTREAM	PHONE/INTERNET	950.06
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	617.80
TOTAL ACCOUNTS PAYABLE		381,944.62

FUND TOTALS	
GENERAL	150,416.79
HOTEL MOTEL TAX	394.00
ROAD USE TAX	17,571.61
EMPLOYEE BENEFIT	23,009.26
POLICE SPECIAL USES	118.50
TAX INCREMENT FINANCING	12,607.55
ACQUISITION/DEMOLITION	1,155.00
LIBRARY GIFT & TRUST	2,607.72
DEBT SERVICE	2,500.00
CAPITAL PROJECTS	800.00
WHITEWATER PARK PROJECT	87,505.89
STREET PROJECTS	40,685.45
WATER	20,360.13
UTILITY DEPOSIT TRUST	314.80
SEWER	21,897.92
TOTAL	381,944.62

Request of Riverbend Pub & Franklin Street Brewery to close South Franklin Street from Main Street to East Delaware Street on Saturday, August 31, 2019 from 3:30pm to 11:30pm for a Hawkeye Tailgate & Watch Party

Mayor Kramer informed the Council that Riverbend Pub and Franklin Street Brewery have submitted a request to close a port of South Franklin Street to host a Hawkeye tailgate and watch party on Saturday, August 31, 2019.

Mike Corcoran addressed the Council regarding the request, noting the area will be fenced, and discussed the details of the event with the Council.

Motion by Poynor, seconded by Bradley to approve the request of Riverbend Pub & Franklin Street Brewery to close South Franklin Street from Main Street to East Delaware Street on Saturday, August 31, 2019 from 3:30pm to 11:30pm for a Hawkeye Tailgate & Watch Party. Motion carried, all ayes.

132 West Howard Street

Mayor Kramer informed the Council that two proposals were received for the purchase and redevelopment of 132 West Howard Street, noting both proposals provided for the removal of the home and the construction of a new single family home. The proposal with the highest purchase price came from Scott and Sarah Hermanson.

The Council discussed the cost of the lot, demolition of the structures, and the cost of the nuisance procedures. Council Member Sherman noted that Sarah Hermanson is his daughter and Scott Hermanson is his son-in-law so he would abstain from voting on this issue.

Motion by Stelken, seconded by Struble to set July 22, 2019 at 5:00pm as the date & time for a Public Hearing on the sale of 132 West Howard Street. On call of roll: Ayes: Stelken, Struble, Bradley, Poynor. Nays: None. Abstentions: Sherman (Council Member Sherman abstained as he is related to the parties interested in purchasing the property). Motion carried.

Construction Project Updates

None.

Reports

Mayor Kramer discussed with the Council a policy to place a time limit on public comments during City Council meetings.

City Manager Vick updated the Council on: the bid opening for the airport slurry seal project, the final walk through on Riverfront Park, and the Riverfront Park Grand Opening to be held on July 28, 2019.

Council Member Sherman informed the Council that he had received a complaint on the condition of the Veteran's Memorial Park, specifically the mowing and trimming. Sherman noted that he had looked at it and it does need to be trimmed and cleaned up.

Motion by Bradley, seconded by Sherman that the meeting adjourn at 5:38pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk