

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, August 26, 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 Stelken, seconded by Struble to approve the agenda as presented. Motion carried, all ayes.

Public Input

Joe Hildebrand was present to discuss with the Council the alley access to the property he owns at 301 West Main Street and to give the Council an update on the sale of the property.

Consent Agenda

3.1 Approval of the minutes of the August 12, 2019 City Council meeting and the August 21, 2019 Committee of the Whole meeting

3.2 R-095-2019 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes

- July 2019 Wastewater Operations Report
- August 5, 2019 Parks & Recreation Commission meeting minutes
- June 2019 Revenue & Expense Reports and Treasurers Report

3.4 Liquor License Applications

- Renewal Application for Off Premise Class C Beer Permit with Sunday Sales for Kwik Star #790 at 1000 West Main Street

3.5 Commercial Incentive Grant Payment Request

- Commercial Incentive Interior Grant in the amount of \$587.67 to Kurt Heims, Heims Awards, 106 McCarren Drive

3.6 Ordinance 009-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Provisions Pertaining to Building Codes, third consideration and final adoption

3.7 Ordinance 010-2019 An Ordinance Vacating the Street Right of Way described as South 2nd Street lying between the South Boundary of Denton Street and extending to the North boundary of Kane Street, Manchester, Delaware County, Iowa, third consideration and final adoption

3.8 Ordinance 011-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Fireworks, second consideration and adoption

3.9 R-096-2019 Resolution Approving the Iowa Department of Transportation Agreement for a Surface Transportation Block Grant Program Federal Aid Swap Project

3.10 R-097-2019 Resolution Approving the Iowa Department of Transportation Agreement for Urban-State Traffic Engineering Program (U-STEP) Project

3.11 Approve the request of the Manchester Firefighters Association to close the following streets on Friday, September 6, 2019 from 6:00am - 3:00pm for the Iowa Firefighter's Convention: East Fayette Street from North Madison Street to North Brewer Street, North Madison Street from the alley south of East Fayette Street to the alley north of East Fayette Street, North Tama Street from the alley south of East Fayette Street to the alley north of East Fayette Street

3.12 R-098-2019 Resolution Amending Salary Resolution

3.13 Approval of the Consent Agenda

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

Bills approved for payment

| VENDOR | REFERENCE | AMOUNT |
|-------------------------------|---------------------------|-----------|
| ACCENT LASER | TONER CARTRIDGE(S) | 254.80 |
| ACCESS SYSTEMS LEASING | COPIER MAINT | 383.59 |
| AFLAC | PAYROLL WITHHOLDINGS | 560.74 |
| ALLIANT ENERGY | ELECTRICITY | 22,388.73 |
| AMAZON CAPITAL SERVICES | SUPPLIES | 45.37 |
| BLACK HILLS ENERGY | HEATING FUEL | 1,167.37 |
| CITY LAUNDERING | MAINTENANCE/SUPPLIES | 36.45 |
| CITY OF MANCHESTER-FLEX | PAYROLL WITHHOLDINGS | 1,377.19 |
| COLLECTION SERVICE CENTER | PAYROLL WITHHOLDINGS | 570.37 |
| COMELEC SERVICES | REPAIR/MAINT | 126.00 |
| COMER, BRAD | MILEAGE | 106.72 |
| D & S PORTABLES | PORTAPOTTY | 110.00 |
| DEL CO CATTLEMEN | SUPPLIES | 187.50 |
| DEL CO SOLID WASTE COMMISSION | LANDFILL | 962.10 |
| DELAWARE INVESTMENTS | PAYROLL WITHHOLDINGS | 375.00 |
| EFTPS - FED,FICA,MEDICARE | FED/FICA TAX | 22,038.61 |
| ERIN LEARN PETTY CASH | HERO HUSTLE START UP CASH | 200.00 |
| FAREWAY STORES | SUPPLIES | 4.98 |
| GEORGEN AUTO | VEHICLE MAINT/REPAIR | 595.09 |
| GRUNDY NATIONAL BANK | PAYROLL WITHHOLDINGS | 395.00 |
| HAWKINS | CHEMICALS | 442.00 |
| HOLTZ, ALISSA | COMPLIANCE | 115.00 |
| IA PARK & REC ASSOC | MEMBERSHIP | 170.00 |
| IPERS | IPERS REGULAR | 24,533.25 |
| J & R SUPPLY | WTR/SWR SUPPLIES | 225.75 |
| KLUESNER SANITATION | GARBAGE/RECYCLING | 21,833.28 |
| LEARN, ERIN | REIMB MILEAGE | 21.00 |
| MANCHESTER ANIMAL MEDICAL | VETERINARY CARE | 21.09 |
| MANCHESTER SIGNS | SIGNS | 90.00 |
| MES FIRE | FIRE/RESCUE EQUIPMENT | 344.86 |
| MIDWEST PATCH | STREET MAINT MATERIALS | 118.00 |
| MOMENTUM | SCREEN PRINTING | 156.79 |
| NORTHERN IOWA TREE CARE | TREE/STUMP REMOVAL | 600.00 |
| OFFICE EXPRESS | OFFICE SUPPLIES | 22.52 |
| PAYROLL CHECKS | PAYROLL | 69,865.60 |
| PITNEY BOWES | POSTAGE | 1,008.50 |
| PRONTO MART | FUEL | 8.54 |

| | | |
|---------------------------|-------------------------|------------|
| REGIONAL MEDICAL CENTER | LAB TESTS | 30.00 |
| SCHWAN'S HOME SERVICE | CONCESSIONS | 1,117.73 |
| SMOCK, JEFF | MILEAGE REIMB | 178.64 |
| STATE HYGIENIC LABORATORY | LAB TESTS | 978.00 |
| STOREY KENWORTHY | OFFICE SUPPLIES | 173.93 |
| SUPREME GREEN | CONTRACT MOWING | 200.00 |
| TREASURER STATE OF IOWA | STATE TAX | 3,636.00 |
| US CELLULAR | FD CELL PHONE | 42.82 |
| VANTAGE TRANSFER AGENTS | PAYROLL WITHHOLDINGS | 625.35 |
| WELLMARK | PAYROLL WITHHOLDINGS | 2,411.28 |
| WINDSTREAM | PHONE/INTERNET | 916.79 |
| TOTAL ACCOUNTS PAYABLE | | 181,772.33 |
| | | |
| | FUND TOTALS | |
| | GENERAL | 130,000.50 |
| | HOTEL MOTEL TAX | 187.50 |
| | ROAD USE TAX | 15,431.15 |
| | POLICE SPECIAL USES | 115.00 |
| | PARK GIFT & TRUST | 305.37 |
| | WHITewater PARK PROJECT | 709.81 |
| | WATER | 14,017.17 |
| | SEWER | 21,005.83 |
| | TOTAL | 181,772.33 |

Riverbend Pub & Grill Requests - Mike Corcoran

Mike Corcoran, Riverbend Pub & Grill, addressed the Council regarding outdoor seating and fencing for their business at 121 South Franklin Street, and about closing a portion of the back parking lot on September 14, 2019 for the Back Roads & Big Hearts event and on September 21, 2019 for the re-dedication of the Veteran's wall. Corcoran discussed with the Council building a stairway from the deck four feet south, running down to the west and fencing in the lower area. Initially they plan to utilize temporary fencing until the City finalizes the plans for the park and then they would install permanent fencing that would blend with the adjacent park.

Motion by Poynor, seconded by Struble to approve the request of Riverbend Pub & Grill to close a portion of the City parking lot behind 121 South Franklin Street on September 14, 2019 for the Back Roads & Big Hearts Project and on September 21, 2019 for the re-dedication of the Veteran's wall. Motion carried, all ayes.

The Council reviewed the proposed location of the steps and the fencing for the beer garden area. Council Member Bradley commented that she would like additional time to review the proposed location of the steps. Following discussion, motion by Sherman, seconded by Stelken to approve the request of Riverbend Pub & Grill to build a stairway from the deck four feet south and run the stairs

down to the west. On call of roll: Ayes: Sherman, Stelken, Poynor, Struble. Nays: Bradley. Motion carried.

Proposed City Shop Project

The Council reviewed the City Shop Project and, following discussion, decided to not proceed with placing the question on the November 5, 2019 ballot.

Pool Painting & Caulk Project

Mayor Kramer informed the Council that four bids had been received for the pool painting and caulking project with the low bid of \$37,800.00 submitted by Dreyer Painting.

Motion by Struble, seconded by Sherman to approve the bid from Dreyer Painting of \$37,800.00 to paint and caulk the swimming pool. Motion carried, all ayes.

University of Iowa: Iowa Initiative of Sustainable Communities Letter of Intent

Motion by Poynor, seconded by Stelken to proceed with the submittal of a letter of intent to the University of Iowa and the Iowa Initiative for Sustainable Communities program. Motion carried, all ayes.

Construction Project Updates

None.

Reports

None.

Motion by Struble, seconded by Bradley that the meeting adjourn at 5:52pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk