

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, September 9, 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 Sherman, seconded by Struble to approve the agenda as presented. Motion carried, all ayes.

Public Input

Mayor Kramer referenced a recent letter to the editor in *The Manchester Press* and reviewed the City's debt with the Council and those present.

Consent Agenda

3.1 Approval of the minutes of the August 26, 2019 City Council meeting

3.2 R-099-2019 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes

- the August 2019 Wastewater IDNR Reports
- the minutes of the August 8, 2019 Library Board meeting
- the August 2019 Library Statistical Report

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

3.5 R-100-2019 Resolution Amending Salary Resolution

3.6 Approve payment of claims totaling \$34,997.00 to Fehr Graham for engineering services

3.7 Accept the resignation of Brian Pralle from the Downtown/Commercial Incentive Design Committee and approve the appointment of Morgan Schmidt to fill the vacancy

3.8 Approve payment of \$1,910.00 to Burrington Group for engineering services for the 2020 East Main Street Improvement Project

3.9 Approve Pay Estimate #1 in the amount of \$155,431.87 to Horsfield Construction, Inc. for the South Madison Parking Lot Project

3.10 Ordinance 012-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Traffic Regulations, first consideration and adoption

3.11 Ordinance 013-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Alcoholic Beverage Control, first consideration and adoption

3.12 Ordinance 014-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Operating Budget Preparation, first consideration and adoption

3.13 Ordinance 015-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Cigarette and Tobacco Permits, first consideration and adoption

3.14 Ordinance 016-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Conflict of Interest, first consideration and adoption

3.15 017-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Interference with Official Acts, first consideration and adoption

3.16 018-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Solid Waste Control, first consideration and adoption

3.17 019-2019 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Water Service Discontinued, first consideration and adoption

3.18 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. Following discussion, motion by Poynor, seconded by Stelken to approve the Consent Agenda items as presented. Motion carried, all ayes.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
AFLAC	AFLAC-NONTAX	560.74
ALLIANT ENERGY	ELECTRICITY	8,586.77

AMAZON	LIB SUPPLIES	471.55
AMAZON CAPITAL SERVICES	SUPPLIES	64.94
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	978.76
BECKER ELECTRIC	REPAIR/MAINT	740.46
BURRINGTON GROUP	ENGINEERING SERVICES	4,966.00
CDW GOVERNMENT	IT PRODUCTS/SERVICE	315.47
CENGAGE LEARNING	LIBRARY MATERIALS	93.57
CENTER POINT	LIBRARY MATERIALS	131.22
CITY OF MANCHESTER	WATER COMPLEX	293.36
CITY OF MANCHESTER-FLEX	MED FLEX	1,252.88
COLIBRI SYSTEMS NORTH AMERICA	LIBRARY MATERIALS	777.47
COLLECTION SERVICE CENTER	CHLD SUPP BI-WK	570.37
COLOFF DIGITAL	WEBSITE MAINTENANCE	179.00
COMELEC SERVICES	REPAIR/MAINT	85.50
CONNOLLY CONSTRUCTION	INTAKE REPLACEMENT	17,456.00
CUTTING EDGE GRAPHICS	HERO HUSTLE	2,090.84
D & S PORTABLES	PORTAPOTTY	225.00
DELAWARE INVESTMENTS	SAVINGS PLAN	375.00
DEMCO	LIBRARY MATERIALS	88.90
DEPOSIT REFUNDS ON 8/30/2019	DEPOSIT REFUNDS	299.07
DON & WALT	REPAIR/MAINTENANCE	1,313.74
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	22,075.12
ELM USA	LIBRARY MATERIALS	25.00
F.L. KRAPFL	PAY ESTIMATE #8	77,604.37
FAREWAY STORES	SUPPLIES	62.63
FASTENAL COMPANY	PARTS/SUPPLIES	107.42
GALLS	PD UNIFORM/SUPPLIES	2,099.90
GRUNDY NATIONAL BANK	XMAS CLUB	395.00
HEIMS AWARDS	AWARDS	1,640.67
IOWA ONE CALL	LOCATES	103.90
ISU	IA STREETS/ROADS CONFERENCE	170.00
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	459.70
KIRKHAM MICHAEL	PAY #11: AIRPORT ENVIROMENTAL	3,906.09
KMCH	RADIO ANNOUNCEMENTS	685.00
LIBRARY IDEAS	DIGITAL MATERIALS	918.80
LOCAL GOV'T PROFESSIONAL SVCS	IA CODIFICATION	2,236.00
MANCHESTER FIRE ASSOCIATION	REIMBURSE SUPPLIES	148.66
MANCHESTER SIGNS	SIGNS	281.00
MCCRABB, RICHARD H	MOWING SERVICES	210.00
MIDWEST BUSINESS PRODUCTS	COPIER RICOHC4500 FEE	583.90
MIDWEST TAPE	LIBRARY MATERIALS	619.77
NICC	BUS SECTOR BOARD	175.00
PAYROLL CHECKS	PAYROLL	65,390.95
PETERS & LONGMUIR PLC	LEGAL FEES	850.00
PITNEY BOWES	LEASE PAYMENT	354.51
PIZZA RANCH-11372	CONCESSIONS	90.00
POSTMASTER	POSTAGE	543.39
RADIO COMMUNICATIONS	REPAIR/MAINT	744.93
RELIANCE STANDARD LIFE INS	INSURANCE	485.53
RIVER CITY STONE	ROCK/STONE	53.40
RIVERBEND PUB & GRILL	HERO HUSTLE: VOLUNTEER APPREC	117.00

SHERE, ANGELA	MILEAGE REIMBURSEMENT	65.63
SMOCK, JEFF	MILEAGE REIMB	178.64
SOLUTIONS MANAGEMENT GROUP	PRINTER 8300 CONTRACT	112.31
STOREY KENWORTHY	OFFICE SUPPLIES	478.63
SUNSHINE BOY WINDOW CLEANER	WINDOW MAINT	44.00
SUPREME GREEN	MOWING CONTRACT	4,566.69
TREASURER STATE OF IOWA	STATE TAX	3,759.00
TURNKEY SECURITY EQUIPMEN	COMMERCIAL INCENTIVE GRANT	1,666.67
UPS	SHIPPING/FD	19.80
USA BLUE BOOK	PARTS/SUPPLIES	2,983.40
VANTAGE TRANSFER AGENTS	ICMARC	625.35
VISION SERVICE PLAN	INSURANCE	634.78
WALMART	SUPPLIES	439.56
WELLMARK	INSURANCE	25,891.19
WEST DELAWARE	YEARBOOK	40.00
WINDSTREAM	PHONE/INTERNET	958.07
WOODWARD COMMUNITY MEDIA	PUBLICATION EXPENSE	2,060.22
TOTAL ACCOUNTS PAYABLE		269,578.19
	FUND TOTALS	
	GENERAL	90,445.83
	HOTEL MOTEL TAX	51.73
	ROAD USE TAX	30,095.26
	EMPLOYEE BENEFITS	21,922.98
	POLICE SPECIAL USES	2,099.90
	PARK GIFT & TRUST	3,568.69
	LIBRARY GIFT & TRUST	429.95
	DOWNTOWN INCENTIVE	2,254.34
	WHITewater PARK PROJECT	78,344.83
	STREET PROJECTS	4,966.00
	WATER	19,300.14
	UTILITY DEPOSIT TRUST	299.07
	SEWER	15,799.47
	TOTAL	269,578.19

Public Hearing on the proposed sale of 424 South Brewer Street

Mayor Kramer opened the Public Hearing at 5:13pm.

Mayor Kramer informed the Council that the City had received on bid for the property at 424 South Brewer from Scott and Sarah Hermanson in the amount of \$4,567.00.

The Council discussed the property and the bid.

There being no written comments on file and no comments to be heard, Mayor Kramer closed the Public Hearing at 5:16pm.

Motion by Bradley, seconded by Struble to adopt R-101-2019 Resolution Approving the Sale of Certain Real Estate. On call of roll: Ayes: Bradley, Struble, Poynor, Stelken. Nays: None. Abstentions: Sherman (Council Member Sherman abstained as he is related to Scott and Sarah Hermanson). Motion carried.

Good Neighbor Society Conduit Financing

Mayor Kramer informed the Council that the Good Neighbor Society has submitted a request to the City of Manchester with regard to the ability to work with the City for Conduit Bond Issuance. The Good Neighbor Society is seeking to borrow an amount not to exceed \$6,000,000 for the purpose of financing the costs of constructing, renovating, improving, equipping and furnishing the Good Neighbor Home facilities. This would include the construction of a 16,060 square foot rehab-to-home unit addition to the existing facilities. Mayor Kramer referred the Council to a letter from Cristina Kuhn, Dorsey & Whitney, which outlines how conduit bonds work and how it affects the tax-exempt borrowing capacity of the City for the calendar year. As the City is not contemplating a bond issuance this calendar year, the proposed Good Neighbor Society issuance would not impact the City.

Matt Carpenter, Good Neighbor Society CEO, addressed the Council regarding the request and reviewed the proposed project with the Council.

Following discussion, motion by Poynor, seconded by Bradley to adopt R-102-2019 Resolution Authorizing the Execution of a Memorandum of Agreement with the Good Neighbor Society and Fixing a Date for a Hearing on the Proposed Issuance of Revenue Bonds or Notes. Motion carried, all ayes.

R-103-2019 Resolution Approving Contract Amendment No. 1 with Burrington Group for the 2020 East Main Street Improvement Project

Motion by Struble, seconded by Poynor to adopt R-103-2019 Resolution Approving Contract Amendment No. 1 with Burrington Group for the 2020 East Main Street Improvement Project. Motion carried, all ayes.

R-104-2019 Resolution Confirming Acceptance of Dedication of Rights of Way, Streets, Easements, and Other Public Uses

Motion by Sherman, seconded by Bradley to adopt R-104-2019 Resolution Confirming Acceptance of Dedication of Rights of Way, Streets, Easements, and Other Public Uses. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Manager Vick updated the Council on the South Madison Street Parking Lot Project, pool painting, 2020 Street Projects, and upcoming Planning & Zoning Commission meeting.

Motion by Stelken, seconded by Sherman that the meeting adjourn at 5:36pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk