

Minutes of the Regular Meeting of the City Council of the City of Manchester
October 28, 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. Absent: None.

Motion by Stelken, seconded by Bradley to approve the agenda as presented. Motion carried, all ayes.

Motion by Poynor, seconded by Stelken to appoint Connie Behnken to fill the At-Large City Council vacancy, term to expire December 31, 2021. Motion carried, all ayes.

Mayor Kramer swore-in Connie Behnken and Council Member Behnken joined the meeting at 5:03pm.

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the October 14, 2019 City Council meeting

3.2 R-117-2019 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes

- the minutes of the October 7, 2019 Parks and Recreation Commission meeting
- the minutes of the October 16, 2019 Planning and Zoning Commission meeting

3.4 Approval of Liquor License Applications

- Renewal Application for On Premise Class C Liquor License with Outdoor Service for American Legion Post 45 at 206 North Franklin Street
- Transfer Application for Off Premise Class E Liquor License for Casey's General Store #3854 at 1305 West Commercial Street effective 12/19/2019 (Casey's General Store #2185 at 908 West Main Street will permanently close 12/18/2019)
- Renewal Application for Off Premise Class B Native Wine Permit for Widner Drug & Gift at 111 South Franklin Street

3.5 Approval of Transfer Application for Iowa Retail Cigarette Permit for Casey's General Store #3854 at 1305 West Commercial Street effective December 19, 2019

3.6 R-118-2019 Resolution Amending Salary Resolution

3.7 Approve changing the date of the first City Council meeting in November from November 11, 2019 to November 12, 2019 at 5:00pm due to the Veteran's Day holiday

3.8 Motion to set November 12, 2019 at 5:00pm as the date and time for a Public Hearing on a proposed lease agreement with the Delaware County 911 Board

3.9 R-119-2019 Resolution Waiving Right to Review Plat of Survey 2019-78, 2019-79, 2019-80 and 2019-81

3.10 R-120-2019 Resolution Approving Preliminary and Final Plat (Hawker's Sunset Beach Subdivision)

3.11 R-121-2019 Resolution Waiving Right to Review Plat (Funke)

3.12 R-122-2019 Resolution Supporting the City's Application for an Iowa Department of Transportation Traffic Safety Improvement Program Grant **REMOVED FROM CONSENT AGENDA TO BE CONSIDERED SEPERATELY**

3.13 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council.

Motion by Stelken, seconded by Bradley to remove Consent Agenda Item 3.12 to be discussed separately due to some wording changes that were needed. Motion carried, all ayes.

Following discussion, motion by Sherman, seconded by Behnken to approve the Consent Agenda as amended. Motion carried, all ayes.

3.12 R-122-2019 Resolution Supporting the City's Application for an Iowa Department of Transportation Traffic Safety Improvement Program Grant

City Clerk Erin Learn informed the Council that the location included in the first and second “WHEREAS” on the resolution needed to be amended to add “and the intersection East Main Street and Madison Street.”

Motion by Poynor, seconded by Stelken to adopt R-122-2019 Resolution Supporting the City's Application for an Iowa Department of Transportation Traffic Safety Improvement Program Grant as amended adding “and the intersection of East Main Street and Madison Street’ to the first and second WHEREAS. Motion carried, all ayes.

Bills approved for payment

VENDOR	DESCRIPTION	AMOUNT
ADVANCED ENVIRONMENTAL	ASBESTOS REMOVAL	4,200.00
AFLAC	PAYROLL WITHHOLDINGS	560.74
ALLIANT ENERGY	ELECTRICITY	20,208.09
AMAZON	LIB SUPPLIES	478.75
AMAZON CAPITAL SERVICES	SUPPLIES	36.97
BECKER ELECTRIC	REPAIR/MAINT	456.02
BLACK HILLS ENERGY	HEATING FUEL	716.09
BURRINGTON GROUP	ENGINEERING SERVICES	10,230.00
CARRICO AQUATIC RESOURCES	POOL SERVICE & SUPPLIES	4,878.54
CENTER POINT	LIBRARY MATERIALS	131.22
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	1,252.88
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	570.37
CORKERY, KATHY	REIMBURSE SUPPLIES	50.22
DEL CO EXTENSION & OUTREACH	CLASS REGISTRATION	70.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	375.00
DOLAN INS AGENCY	INSURANCE	266.00
DON & WALT	REPAIR/MAINTENANCE	125.73
DON'S TRUCK SALES	PARTS & SUPPLIES	60.33
DUBUQUE FIRE EQUIPMENT	FIRE EXTINGUISHER MAINTENANCE	344.96
ECIA	GRANT APPLICATION PREPARATION	500.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	20,256.46
ENVIRONMENTAL RESOURCE ASSOC	WWTP SUPPLIES	375.83
FAREWAY STORES	SUPPLIES	154.55
FEHR GRAHAM	ENGINEERING FEES	15,032.00
FIRETEC USED APPARATUS SALES	FIRE EQUIPMENT	750.00
FOLEY, DOUG	MILEAGE REIMB	189.08
FOLSOM, KRISTY	CONFERENCE	752.74
FRANKLIN & WILLOW	WEBSITE/NEWSLETTER	306.25
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	395.00
HENDERSON PRODUCTS	VEHICLE SUPPLIES	15.35

HOGAN, BARB	REIMBURSEMENTS	71.93
HOLTZ, LISA	REIMBURSE SUPPLIES	205.32
HORSFIELD CONSTRUCTION	PAY #2: S MADISON PARKING LOT	28,393.81
IA NARCOTIC OFFICERS ASSOC	MEMBERSHIP	25.00
IA SECRETARY OF STATE	NOTARY	30.00
IA WALL SAWING SVCS	CURB CUT	350.00
IOWA ONE CALL	LOCATES	73.10
IPERS	IPERS	24,800.43
KELLY, JESSICA	REIMBURSE CONFERENCE	213.44
KIESLER'S POLICE SUPPLY	SUPPLIES	534.00
KIRKHAM MICHAEL	PAY #2: AIRPORT CRACK SEAL	8,058.56
LANDSCAPES BY CHILDSPLAY	RIVERFRONT PARK TREES	2,360.00
LEARN, ERIN	REIMB MILEAGE: IMFOA CONF	232.23
MARTIN GARDNER ARCHITECTURE	ARCHITECTURAL SERVICES	475.00
MES FIRE/MUNICIPAL EMERG SVCS	FIRE/RESCUE EQUIPMENT	888.00
MOMENTUM	SCREEN PRINTING	187.22
MONTGOMERY, MAUREEN	REIMBURSE CONFERENCE	19.35
MORRIS, DARRIS	MILEAGE REIMB	59.16
MUNICIPAL SUPPLY	WTR/SWR SUPPLIES	5,915.22
NICHE ACADEMY	ONLINE SUBSCRIPTION	1,100.00
ONEIDA SIGNS	SIGNS/PLAQUES	336.25
PALMER HARDWARE	PARTS/SUPPLIES	296.93
PAYROLL CHECKS	PAYROLL	63,377.57
PIERSCH, JONATHON	MILEAGE REIMB	51.04
PIZZA RANCH-11372	CONCESSIONS	90.00
PMMIC INSURANCE	ANNUAL INSURANCE RENEWAL	1,366.00
RIVER CITY STONE	ROCK/STONE	511.18
SCANTRON SERVICE GROUP	COMPUTER MAINTENANCE	153.78
SMOCK, JEFF	MILEAGE REIMB	178.64
STOREY KENWORTHY	OFFICE SUPPLIES	461.79
TOP GRADE EXCAVATING	PAY #2: HWY 13 WATER MAIN PROJ	10,108.00
TREASURER STATE OF IOWA	STATE TAX	3,338.00
TRIPLE E TECHNOLOGIES	POS SOFTWARE	350.00
TRUE TIME RACING SERVICES	TRIATHLON SUPPLIES	1,209.23
US CELLULAR	FD CELL PHONE	85.65
USA TODAY	SUBSCRIPTION	337.39
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	625.35
VERIZON WIRELESS	MOBILE DATA	280.37
VICK, TIMOTHY J	REIMBURSEMENT	500.00
VOSS, JENNIE MAE	VB SUPERVISOR	300.00
WALMART	SUPPLIES	183.90
WELLMARK	HEALTH INS	2,240.72
WINDSTREAM	PHONE/INTERNET	663.75
TOTAL ACCOUNTS PAYABLE		244,776.48
	FUND TOTALS	
	GENERAL	116,055.13
	FIRE TRUCK RESERVE	750.00
	ROAD USE TAX	16,890.68
	PARK IMPROVEMENT	475.00
	ACQUISITION/DEMOLITION	4,200.00

	PARK GIFT & TRUST	1,209.23
	LIBRARY GIFT & TRUST	1,194.98
	CAPITAL PROJECTS	29,914.46
	WHITewater PARK PROJECT	2,360.00
	STREET PROJECTS	23,778.50
	WATER	14,276.50
	WATER CAPITAL PROJECT	10,108.00
	SEWER	23,564.00
	TOTAL	244,776.48

City Sidewalk & Nuisance Snow Removal

Motion by Sherman, seconded by Bradley to award contract to Supreme Green for City sidewalk snow removal at a cost of \$453 per time and nuisance snow removal at a cost of \$60 per sidewalk. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Manager Vick updated the Council on City Projects and issues with the credit card reader at the airport.

Motion by Behnken, seconded by Stelken that the meeting adjourn at 5:34pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk