

**Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, December 23, 2019**

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

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

Mayor Kramer swore-in Bill Scherbring, Tania Bradley, and Dean Sherman for their City Council terms beginning January 1, 2020.

Mayor Kramer presented a Service Award to Dan Stelken for 16 years of service to the City of Manchester as third Ward Council Person.

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

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the December 9, 2019 City Council meeting and the minutes of the December 18, 2019 Committee of the Whole meeting

3.2 R-142-2019 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes

- 2019 Building Department Report

3.4 Approval of Liquor License Applications

- Renewal Application for On Premise Class C Liquor License with Catering Privilege, Outdoor Service, and Sunday Sales for Blanco Mexican Restaurant at 110 West Main Street

3.5 Downtown Incentive Grant Payments

- Approve payment in the amount of \$443.33 to West Main Properties for an Awning Grant for the property at 105 West Main Street

3.6 Motion designating The Manchester Press as the official newspaper and KMCH-FM as the official radio station for the City of Manchester for 2020

3.7 Approval of City Appointments for 2020

3.8 R-143-2019 Resolution Approving Depository Resolution with Farmers & Merchants Savings Bank

3.9 R-144-2019 Resolution Approving Depository Resolution with Citizens State Bank

3.10 R-145-2019 Resolution Approving Depository Resolution with Community Savings Bank

3.11 R-146-2019 Resolution Approving Depository Resolution with GNB Bank

3.12 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER	TONER CARTRIDGE(S)	79.95
AFLAC	AFLAC	531.28
ALLIANT ENERGY	ELECTRICITY	17,678.98
AMAZON CAPITAL SERVICES	SUPPLIES	29.99

BARD MATERIALS	READY MIX, SAND, GRAVEL	124.00
BARRON MOTOR	PARTS/SUPPLIES	595.40
BEVERLY BECKER	REPAIR/MAINT	65.00
BURRINGTON GROUP	ENGINEERING SERVICES	13,680.00
CENGAGE LEARNING	LIBRARY MATERIALS	91.97
CITY OF MANCHESTER-FLEX	MED FLEX	961.22
COLLECTION SERVICE CENTER	CHLD SUPP BI-WK	570.37
CREATIVE PRODUCT SOURCING	DARE SUPPLIES	73.18
DEL CO SOLID WASTE COMMISSION	LANDFILL	969.90
DELAWARE INVESTMENTS	SAVINGS PLAN	375.00
DON & WALT	REPAIR/MAINTENANCE	456.95
DORSEY & WHITNEY LLP	PROFESSIONAL SERVICES	15,317.50
EASTERN IA PUMPING	SLUDGE HAULING	28,000.00
EDGEWOOD OIL	VEHICLE OIL/SUPPLIES	111.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	21,688.65
FALLER, KINCHELOE & CO PLC	AUDIT	7,900.00
FASTENAL COMPANY	PARTS/SUPPLIES	35.04
FEHR GRAHAM	ENGINEERING FEES	7,470.25
GALLS	PD UNIFORM/SUPPLIES	67.49
GRUNDY NATIONAL BANK	XMAS CLUB	395.00
HAUSERS WATER CONDITIONING	CHEMICALS/SUPPLIES	246.40
HAWKINS	CHEMICALS	415.50
HERITAGE PRINTING	OFFICE SUPPLIES	1,106.00
IA LIBRARY ASSOC	ILA MEMBERSHIP DUES	120.00
IOWA ONE CALL	LOCATES	117.20
IDNR	NPDES PERMIT	85.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	101.62
J'S AUTO	VEHICLE REPAIR/MAINT	75.00
KLUESNER SANITATION	GARBAGE/RECYCLING	23,035.72
KRAMER, MILT L	MILEAGE REIMB	49.88
LAHR REPAIR	HEAVY EQUIP MAINT/REPAIR	984.04
LANDSCAPES BY CHILDSPLAY	LANDSCAPE SUPPLIES/MATERIALS	130.00
LIBRARY IDEAS	DIGITAL MATERIALS	459.40
MANCHESTER AREA CHAMBER OF COM	ELECTED OFFICIALS LUNCHEON	60.00
MARTIN EQUIP OF IA-IL	PARTS/SUPPLIES	585.52
MARTIN GARDNER ARCHITECTURE IN	ARCHITECTURE SERVICES	1,425.00
MEARDON, SUEPPEL, DOWNER PLC	LEGAL FEES	550.00
MIDWEST PATCH	STREET MAINT MATERIALS	1,545.60
MOMENTUM	SCREEN PRINTING	146.80
PREMIER PARTS	PARTS/SUPPLIES	24.58
NE IA RESOURCE CONSERVA	PADDLER'S GUIDE	600.00
NEI3A	LIBRARY SUPPLIES	300.00
OFFICE EXPRESS	OFFICE SUPPLIES	49.96
PERSONNEL CONCEPTS LTD	PERSONNEL POSTERS	218.20
QUILL CORPORATION	PD OFFICE SUPPLIES	166.75
REGIONAL MEDICAL CENTER	WORK PX	165.00
SCANTRON SERVICE GROUP	COMPUTER MAINTENANCE	56.00
SHERE, ANGELA	REIMBURSE WORKSHOP	44.08

SMOCK, JEFF	MILEAGE REIMB	178.64
STAR EQUIPMENT	SNOW BLADE	7,150.00
GREGORY B TREY	LIB WINDOW MAINT	44.00
SUPREME GREEN	MOWING CONTRACT	100.00
RANDY THUMAN	COMPOST CONTRACT	8,662.50
THREE RIVERS FS	FUEL/FERTILIZER	4,141.24
TOP GRADE EXCAVATING	HWY 13 WATER MAIN LOOP PROJECT	28,018.02
TREASURER STATE OF IOWA	STATE TAX	3,855.00
TRUE NORTH COMPANIES	FIRE DEPARTMENT ANNUAL PREMIUM	399.00
US CELLULAR	FD CELL PHONE	43.43
USA BLUE BOOK	PARTS/SUPPLIES	162.95
VANTAGE TRANSFER AGENTS	ICMARC	625.35
WELLMARK	HEALTH INS	2,320.98
ZIMMER & FRANCESCON	PARTS/SUPPLIES	723.00
PAYROLL CHECKS		60,168.46
TOTAL		266,723.94
FUND TOTALS		
GENERAL		124,443.84
HOTEL MOTEL TAX		600.00
STREET EQUIPMENT RESERVE		7,150.00
ROAD USE TAX		19,890.25
POLICE SPECIAL USES		73.18
PARK IMPROVEMENT		1,425.00
ACQUISITION/DEMOLITION		1,007.50
PARK GIFT & TRUST		29.99
DEBT SERVICE		3,500.00
CAPITAL PROJECTS		482.50
STREET PROJECTS		21,873.25
WATER FUND		12,467.96
WATER CAPITAL PROJECT		28,018.02
SEWER FUND		45,762.45
TOTAL FUNDS		266,723.94

Engineering Agreement for the 2020 Highway 13 Improvement Project

Motion by Poynor, seconded by Behnken to adopt R-147-2019 Resolution Approving Engineering Agreement for the 2020 Highway 13 Improvement Project. Motion carried, all ayes.

132 West Howard Street

Motion by Behnken, seconded by Poynor to adopt R-139-2019 Resolution Rescinding Resolution R-085-2019 and Approving the Sale of Certain Real Estate (132 West Howard Street). On call of roll: Ayes: Behnken, Poynor, Bradley, Stelken. Nays: None. Abstentions: Sherman (Council Member Sherman abstained as he is related to Scott and Sarah Hermanson).

Following discussion, motion by Bradley, seconded by Stelken to approve the release of the good faith deposit to Scott & Sarah Hermanson for negotiations failing to result in a contract. On call of roll: Ayes: Bradley, Stelken, Behnken, Poynor. Nays: None. Abstentions: Sherman (Council Member Sherman abstained as he is related to Scott and Sarah Hermanson).

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 informed the Council that budget preparation had begun and work sessions would be held in January. City Manager Vick also informed the Council that the annual goal setting session would be held on January 8, 2020 at 5:00pm at the Fire Station.

Council Member Stelken commented that is has been an honor to serve on the City Council and encouraged all citizens to participate in local government.

Closed Session

Motion by Stelken, seconded by Behnken to enter into closed session at 5:38pm pursuant to Iowa Code Section 20.17(3) to discuss union negotiations. On call of roll: Ayes: Stelken, Behnken, Bradley, Poynor, Sherman. Nays: None.

The Council returned to open session at 6:12pm.

Motion by Stelken, seconded by Sherman that the meeting adjourn at 6:12pm. Motion carried, all ayes.

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Milt L. Kramer, Mayor

Attest:

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Erin Learn, City Clerk