



Manchester

IOWA

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208 EAST MAIN STREET
MANCHESTER IOWA
563-927-3636

JANUARY
2019

QUARTER
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CORRECTED BILLING

City of Manchester residents may have noticed they recently received a “Corrected Billing”.

The original utility bill sent to residents on December 21st accurately itemized all charges, but due to a software error, the tax portion of the bill (now noted as “ET”) did not tabulate into the total due column. The corrected bill accurately reflects these charges. Sending a corrected bill was necessary, especially for residents and businesses who have their payments automatically withdrawn from their checking accounts. For customers who paid their bill prior to receiving the corrected billing, the difference between the original bill and the corrected bill may be carried forward without penalty and paid with the next bill.

Itemized charges also now include a new code - “ET”. Earlier this year the State of Iowa adopted new legislation developing a new water tax. This is called a Water Excise Tax (WET Tax). You can read about this tax and the legislation at <https://tax.iowa.gov/WET>. On the City’s utility bills it is shown as ET.

We apologize for the inconvenience and any confusion this may have caused. Please don’t hesitate to contact City Hall with any questions you may have.

WINTER WEATHER REMINDERS

ALTERNATE SIDE PARKING

When snow is forecasted it’s best to plan ahead and have your vehicle off the street before the snow begins to accumulate. Maneuvering snow plows between parked cars is dangerous and cumbersome. On occasion, the City must declare Alternate Side Parking. The declaration restricts vehicular parking on streets between the overnight hours of 10:00 p.m. to 7:00 a.m. Vehicles may be parked on the “even” side of streets on even-numbered days and on the “odd” side of streets on odd-numbered days on the date of declaration. If you are uncertain if Alternate Side Parking is in effect, tune in to television news channels KGAN, KWWL, KCRG, KMCH 94.7FM, or check the City’s website. Residents may also contact the City Office, Police Department or sign up for NIXLE. And remember – once Alternate Side Parking has been declared, it is strictly enforced.

SIGN UP FOR NIXLE

To avoid having cars buried by snowplows or ticketed and towed, drivers can sign up to be alerted when alternate side parking has been declared. Receive trusted alerts from the Manchester Police Department by texting your zip code to 888777 or sign up at Nixle.com.

HAZARDS OF WINTER

One way you can help your friends and neighbors from the unforgiving hazards of winter is by following the ordinances set in place:

- Remove snow and treat ice with suitable products within 10 daylight hours after snow has stopped.
- Shovel snow from around hydrants and mailboxes.
- Don’t shovel, plow, or blow snow onto City streets.

City crews work as hard as possible to avoid damage to personal property during snow removal efforts, but visibility is sometimes limited during snow events. In the event you have experienced damaged to your sod or mailbox, please contact the City Office.

DRIVEWAYS

Unfortunately, there is no practical way for the snow plow operator to cut off the windrow of snow when crossing a driveway. To avoid having your driveway continually filled with snow from plows, try widening the plowed area of the driveway to help catch the windrows, or wait until the plow has been through. Keep in mind, plows often have to make multiple passes. Plows must also go a minimum speed in order to throw snow off of the road. Unfortunately, this may result in snow being thrown onto your sidewalk. While operators do their best to keep this from happening, it does sometimes occur. When this happens, it remains the responsibility of the property owner to keep the sidewalk clean.

PARKS & REC

Like our page on Facebook! [Manchester Parks & Rec](#)

TRAILS PROJECTS

Manchester Good to Great has formed a Trails Committee to explore potential Trail and Walkway expansions.

Upcoming potential trail projects include:

- **EAST END TRAIL** – a paved trail that would run east from Baum Park out to the Good Neighbor Home and loop back along East Main Street.
- **OLD COMPOST SITE** – a mowed grass and dirt “nature trail” that would be a half mile loop off to the South of the existing South Brewer Street Trail.

For more information or to become a member of the Committee, please contact City Hall.

SHELTER & PARK RENTALS

The City Office will begin accepting 2019 Park Shelter reservations on **Wednesday, January 2, 2019**. Reservations are taken on a first-come, first-serve basis. Phone calls are accepted. Payment is expected at the time of reservation.

Fees are **\$10 for Monday-Thursday** reservations and **\$20 for Friday-Sunday** reservations. Once reserved, no refunds will be given.

Parks Shelters are available for general public use anytime they are not reserved. Manchester parks and shelters are open from 5:00 a.m. – 10:30 p.m. Alcohol is prohibited.

To inquire about reservations, seating capacity, shelter or park amenities call **City Hall at 563-927-3636**.

LIBRARY PROGRAMS

There's always something happening at the library, so check out some of the free programs planned in the next few months!

AFTERSCHOOL LEGOS: Meets once a month on the second Wednesday from 1:30 a.m. – 3:00 p.m. A time for legos, snacks and imagination! This is a drop-in program for all ages.

- **Wednesday, January 9th, 1:30 p.m. – 3:00 p.m.**
- **Wednesday, February 13th, 1:30 p.m. – 3:00 p.m.**
- **Wednesday, March 13th, 1:30 p.m. – 3:00 p.m.**

BETWEEN THE COVERS BOOK CLUB: Sponsored by the Friends of the Library, join this club for a monthly book discussion. Simply stop by the library and ask for the current Book Club book. If you're not sure you want to commit to a meeting every single month, feel free to jump in when the book catches your eye. The upcoming meetings will be held on the following dates:

- **Wednesday, January 30th, 6:00 p.m.**
- **Wednesday, February 27th, 6:00 p.m.**
- **Wednesday, March 27th, 6:00 p.m.**

Follow us at [facebook.com/manchesterlibraryia](https://www.facebook.com/manchesterlibraryia) and [instagram.com/manchesterlibraryia](https://www.instagram.com/manchesterlibraryia) to keep up with what's going on at the library.

UPCOMING PROGRAMS

YOUTH BASKETBALL CLINIC

1st, 2nd, & 3rd Grade Boys and Girls
Jan 5, 12, 19, & Feb 2
Boys 9:00 a.m. – 10:30 a.m.
Girls 10:40 a.m. – 12:10 p.m.

ADULT SPORTS LEAGUE:

Women's Volleyball
Coed Volleyball
Men's Basketball

**The Leagues have started, call 927-3636 if you would like to play.*

SUMMER EMPLOYMENT

The City of Manchester will be hiring for the following summer jobs. Please stop into **City Hall**, 208 E. Main Street, to pick up an application, or download a Seasonal Application online from the City's website.

- Aquatic Center Manager
- Assistant Manager
- Learn to Swim Program Director
- Lifeguards
- Swim Lesson Instructors (WSI)
- Front Desk / Cashier
- Pool Concession Manager
- Pool Concession Cashiers
- Park Maintenance
- Sports Complex Concession
- Youth Soccer Instructor
- Youth Tennis Instructor
- Youth Programs Supervisor
- City Hall Office Assistant

PAGES WITH PEARL: Free program encouraging children to read by providing a furry friend and listener who won't judge their ability to read. Pearl is certified through Therapy Dogs International. Pages with Pearl is open to children ages 6-10.

- **Wednesday, January 16th, 2:00 p.m. – 3:00 p.m.**
- **Wednesday, February 20th, 2:00 p.m. – 3:00 p.m.**
- **Wednesday, March 20th, 2:00 p.m. – 3:00 p.m.**

REGULAR WEEKLY STORY TIMES: Weekly story times are geared toward ages 3-5, but all ages are welcome. One Saturday each month, we also hold a special family story time at 10:30 a.m., generally geared toward ages 3-6 with crafts or STEM activities.

Weekly Story Times: Wednesday and Friday mornings at 10:30 a.m. resuming in February

OTHER PROGRAMS: The library occasionally has movie showings for kids on early out days. We also offer a monthly program for adults. Contact the library to find out the topic.

104 N. TAMA STREET

REQUEST FOR PROPOSAL TO MOVE OR SALVAGE HOME AT 104 N TAMA ST, MANCHESTER, IOWA

Proposals are being accepted for this house to be moved off site and restored on your own lot. The house will be offered free, with preference given to proposals to move and restore the house. However, in the event that no such proposals are received, proposals for salvage will be considered. The house must be moved by June 1, 2019. All permits, relocation costs, insurance requirements and restoration costs for the house are the responsibility of the successful bidder. The successful bidder will be responsible for leaving the site in a stable, safe condition, including removal of all debris, and repairing/restoring any areas damaged during removal/salvaging operations.

Parties who are interested in setting up an appointment to view the house should contact Building Inspector/Zoning Administrator Tim Heims at 563-927-3636 or theims@manchester-ia.org. Proposals will be accepted through March 15, 2019.

MANCHESTER POLICE DEPARTMENT WELCOMES ACE

Contributed by Mix 94.7 KMCH

"Ace" is the newest four-legged member of the Manchester Police Department. Ace is a 3-year old German Shepherd from the Czech Republic. New K-9 Officer David Trumblee says he spent about a month in training school with his new partner. Ace started his new job in September, replacing Manchester's 11-year old K-9 Tya, who retired this summer and now belongs to her former handler, Officer Brad Comer. Ace is the Manchester Police Department's third K-9, with the department replacing their dog (and their K-9 Officer) every eight years or so. Trumblee says being named Manchester's new K-9 officer is a dream come true.

Just like Tya and the department's first K-9 Ralf, Ace will help not only in Manchester, but anywhere in the area where his help is requested – and that includes out of county. In the past two months, Ace has already assisted with seven drug arrests. The local community knows how valuable these law enforcement dogs are – and that's why grants and donations have completely covered the \$13,500 price tag of bringing Ace to Manchester. Trumblee says he appreciates everyone's support.

If you would like to help support Ace and the K-9 program, contact the Manchester Police Department.

DOG & BIKE LICENSES

Dog Licenses

All dogs within the City of Manchester are required to be licensed. **License fee is \$20 per neutered/spayed dog, or \$50 per unaltered dog.** This is a lifetime license. Proof of rabies vaccination must be provided, and cannot expire within 6 months of the date of application for dog license. Dog owners are reminded it is unlawful to allow their dog to run at-large and they are required to clean up after their animal. The Parks & Recreation Department has installed eight dogipots along the bikeway/walkways for your convenience.

Bicycle Licenses

The City of Manchester encourages residents to license their bicycles. Bicycle licenses cost **\$5.00** and shall be valid for the period of time the bicycle is owned by the applicant. Please provide the serial number, color, size and brand name of the bike.

Having your bicycle licensed makes it possible for the Police Department to return lost or stolen bikes to their owner! If your bike is lost or stolen, please contact the Police Department to see if it has been found.

KNOW WHAT IS IN YOUR INSURANCE POLICY

Delaware County Emergency Management Coordinator Mike Ryan and Iowa Homeland Security encourage you to know what is in your insurance policy. Your home, your personal belongings, and your business are meaningful and valuable assets. If a disaster strikes, having insurance for your home or business property is the best way to ensure you will have the necessary financial resources to help you repair, rebuild, or replace whatever is damaged. Yet, more than half of all homeowners in the United States do not carry adequate homeowners insurance to replace their home and its contents should a catastrophic loss occur. Now, before a disaster strikes, take the time to:

- **Document your property**
- **Understand your options for coverage**
- **Ensure you have appropriate insurance for relevant hazards (for example water damage and sump pump failure coverage)**

Not all insurance policies are the same. Coverage amounts, deductibles, and payment caps can vary significantly. Consult with your insurance professional to be sure your policy is right for you. It is also important to review your policy annually to remind yourself of your coverage and to make any updates based on new purchases, renovations, increases in property value, or increases in costs to rebuild or replace items.

FREEZING WATER LINES & PROPER MAINTENANCE

It's that time of year when homeowners start to worry about frozen water service lines. The most common cause of frozen water service lines includes prolonged cold weather combined with water service lines not buried deep enough. But with proper maintenance and preventive measures, you can help protect your home.

- Allow cold water to drip through faucets. Running or dripping water can help prevent water lines from freezing; however, even running water can freeze in sub-zero temperatures. Faucets farthest from the street should be the ones left running. Using cold water will save on your gas or electric bill.
- Consider installing water pipe insulation. If you decide to use a heat tape, be sure it has the UL seal of approval.
- Check pipe insulation periodically to make sure that it is dry. Wet insulation can be worse than no insulation.
- Lower your water service line.
- Seal cracks in doors, windows and foundations.
- Open cabinets and closets that contain water lines to allow warm air to circulate around the plumbing.

The City of Manchester does not require these measures to be taken; however, prevention is often most cost effective.

E-BILLING & ON-LINE BILL PAY

Ebills are a convenient, secure, faster and environmentally friendly way of receiving your utility bill. And, they not only reduce waste, but they reduce postage costs too. Enrolling in eBill cancels your paper bill, but the eBill still contains the same information you are used to receiving on your paper bill. Email notifications are sent each month as soon as your new bill is available.

To enroll in eBill, simply contact Manchester City Hall at 563-927-3636.

You can also access your account information and pay your bill online 24/7 with on-line bill pay. View your payment history, consumption history and previous billing history. No more late payments, no check writing and stay up to date with the click of a button.

To set up, simply go to mail.manchester-ia.org. Enter a valid email, create a password, and have your account number and location (as it appears on your bill) handy. That's it!

PHONE SYSTEM

If you've called the City Office lately, you may have noticed we have updated to a new, voice-automated phone system.

The system has increased our internal capabilities, allowing for inter-departmental connections, conference call hosting and direct call transfer capabilities. It has also increased internet speeds for most departments. The cost for the telephone system is covered by a \$950 per month savings in current telephone and internet services. Additionally, E-911 has opted to cover the costs of phones for the police and dispatch departments, reducing additional costs to the City.

Like anything, changes can bring frustrations. We appreciate your patience while we work through a few glitches. We continue to strive to give citizens the best and most direct line of communication, so you can get the answers you need in a timely manner.

NICE NEIGHBOR AWARD

In 2004 Mayor Milt Kramer and the Manchester City Council launched the "Nice Neighbor Award." The award was established to recognize the spirit of compassion citizens of Manchester have for their neighbors and for other citizens in Manchester. The award offers a public forum to thank neighbors; even for the smallest things. Award winners are invited to a City Council meeting to be recognized and presented with a Nice Neighbor Plaque. Winners are also noted on the City's website and in the City Newsletter.

Send your "NICE NEIGHBOR" letters to:

Mayor Milt Kramer
208 East Main Street, Manchester, Iowa 52057.

Be sure to include the name and phone number of the person being nominated, as well as your own.