

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, May 23, 2016

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

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

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

Consent Agenda

- 2.1 Approval of the minutes of the May 9, 2016 City Council Meeting
- 2.2 R-057-2016 Resolution Approving Bills
- 2.3 Acknowledge Receipt of City Reports & Minutes
 - minutes of the April 14, 2016 Library Board meeting
 - April 2016 Library Statistical Report
 - April 2016 IDNR Wastewater Reports
- 2.4 Liquor License Applications
 - Renewal application for Off Premise Class B Native Wine Permit with Outdoor Service and Sunday Sales for Widner Drug & Gift
 - Renewal application for On Premise Class C Liquor License with Living Quarters, Outdoor Service and Sunday Sales for Grumpy Bills
- 2.5 R-058-2016 Salary Resolution (Seasonal)
- 2.6 R-059-2016 Resolution Setting Public Hearing for Vacation and Sale of Public Alley
- 2.7 Approve the request of the Parks & Recreation Department to close South Franklin Street from Main Street to the Marion Street bridge and East Delaware Street from Franklin Street to the west side of the alley on September 4, 2016 for a Downtown Movie Night
- 2.8 Approve payment of claims totaling \$8,298.50 to Fehr Graham Engineering & Environmental
- 2.9 R-061-2016 Resolution Approving Second Amendment to Agreement between Upper Iowa University, Northeast Iowa Community College, and the City of Manchester, Iowa
- 2.10 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the consent agenda with the Council. Following discussion, motion by Struble, seconded by Behnken to approve the consent agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ACCENT LASER, INC	TONER	489.75
ACCESS SYSTEMS LEASING	PRINTER	321.93
AFLAC	PAYROLL WITHHOLDINGS	438.15
BARD CONCRETE	CONCRETE CRUSHING	11,011.88
BECKER ELECTRIC, LLC	MAINTENANCE & REPAIR	932.00
BECKER, KRIS	AEROBICS INSTRUCTOR	151.20
BLACK HAWK CO HEALTH DEPT	POOL CONCESSION STAND	67.50
BOLAND RECREATION	TIRRILL PARK EQUIP/INSTALL	146,525.00
CHEMSEARCH	CHEMICALS	160.00
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	3,156.76
CLARK, ROD	MAINTENANCE	15.00
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	517.52
CORE DISTINCTION GROUP LLC	FEASITILY STUDY DOCUMENT	3,750.00
DEL CO AUDITOR	GIS (4TH QUARTER)	3,000.00
DEL CO FAIR SOCIETY	AEROBICS ROOM USAGE	50.40
DEL CO SOLID WASTE COMM	LANDFILL	934.60

DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	1,125.00
DELCO PLUMBING & HEATING	PD REPAIR	265.55
DOLAN INS AGENCY	GENERAL INS AUDITED PREMIUM	1,601.00
DYERSVILLE COMMERCIAL	PUBLICATION EXPENSE	676.43
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	17,820.24
ERIN LEARN: PETTY CASH	COMPLEX START UP CASH	200.00
FAREWAY STORES	CONCESSION SUPPLIES	319.31
FARNER-BOCKEN CO.	CONCESSION SUPPLIES	732.50
GALLS	SUPPLIES	549.14
GEORGEN AUTO	MAINTENANCE	49.10
GRUNDY NATIONAL BANK	XMAS CLUB	540.00
HACH CO, INC	CHEMICALS	1,023.07
HAGEMEYER	UNIFORM SUPPLIES	62.97
HAUSERS WATER CONDITION	D-45	20.00
HAWKINS, INC	CHEMICALS	485.83
HERITAGE PRINTING	PRINTING	168.60
HEYER, KATHRYN	SUMMER PROGRAM	120.00
HITECH COMMUNICATIONS, LLC	ALARM TEST	1,929.47
IA ONE CALL	ONE CALLS	283.50
IA PRISON INDUSTRIES	BIKEWAY-WALKWAY SIGNS	1,666.15
INNOVATIVE AG SERVICES	TORDON RTU	81.36
IPERS	PAYROLL WITHHOLDINGS	40,963.16
JOHN DEERE FINANCIAL	SUPPLIES	248.63
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	21,815.68
KMCH	PRESS RELEASES	308.34
TINA KNUTSON	REFUND RHUBARB RUN FEE	25.00
MANCHESTER AREA CHAMBER	SIGNS	4.50
MANCHESTER PRESS	PUBLICATION EXPENSE	942.18
MANCHESTER SIGNS	150TH BANNERS	337.25
MARTIN EQUIP OF IA-IL	OIL FILTERS	169.32
MCGREAL, AMANDA	SUMMER PROGRAM	44.00
MES - MIDAM	SUPPLIES	824.42
MUSGROVE, CHANCE	MAINTENANCE	90.00
MYERS-COX CO	CONCESSION SUPPLIES	1,803.37
NORSOLV, INC	MACHINE RENTAL	67.48
NYSTROM, KELLEY	MAINTENANCE	75.00
PALMER HARDWARE	SUPPLIES	1,625.73
PAZ, IRMA	MAINTENANCE	75.00
PEPSI COLA BOTTLING CO	CONCESSIONS SUPPLIES	1,793.00
PETERS LAW OFFICE	LEGAL FEES	931.78
POOL TECH, INC	CHEMICALS	3,858.36
POWER SERVICES	SERVICE CALL	193.00
RITCHISON, ROBERT	MAINTENANCE	45.00
SCHRECK, JO	REIMB KIDS & CRITTERS SUPPLIES	39.45
SCHUCHMANN, KEVIN	PHOTOGRAPHY/EDITING	500.00
SHERE, ANGELA	SUMMER PROGRAM	93.00
SOLUTIONS MANAGEMENT GROUP	COPIER MAINT CONTRACT	183.23
STATE HYGIENIC LABORATORY	TESTING	588.00
TEAMSTERS LOCAL 238	UNION DUES	378.00
THREE RIVERS FS	FUEL/CHEMICALS	2,541.49
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	2,863.00

VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	671.60
VICK, TIMOTHY J	MILEAGE REIMB	286.20
WEINER'S STUMP REMOVAL	STUMP REMOVAL	3,898.50
WELLMARK	HEALTH INS	4,729.23
PAYROLL CHECKS		46,670.75
TOTAL ACCOUNTS PAYABLE		340,923.56
	FUND TOTALS	
	GENERAL	130,284.41
	HOTEL MOTEL TAX	4,687.34
	ROAD USE TAX	27,972.19
	PARK IMPROVEMENT	146,525.00
	TIRRILL TRUST	592.32
	PARK GIFT & TRUST	94.00
	DOWNTOWN INCENTIVE	56.62
	STREET PROJECTS	3,000.00
	WATER	16,484.84
	SEWER	11,226.84
	TOTAL	340,923.56

Public Hearings

At 5:10pm, Mayor Kramer opened the Public Hearing on the Proposed Budget Amendment for Fiscal Year ending June 30, 2016.

City Clerk Learn reviewed the proposed amendment with the Council, noting that expenditures were being reduced due largely to the timing of projects and a reduction in transfers.

There being no written comments on file and no oral comments to be heard, Mayor Kramer closed the Public Hearing at 5:14pm.

Motion by Poynor, seconded by Stelken to adopt R-060-2016 Resolution Amending the Current Budget for the Fiscal Year ending June 30, 2016. Motion carried, all ayes.

Iowa Department of Natural Resources Brownfield Program for 228, 304 & 314 West Main Street

City Manager Vick informed the Council that he had spoken with Mel Pins, IDNR, to discuss the Brownfield Program. In order for the City to receive funding for the environmental studies, the City must apply to the Brownfields Program before entering into a contract with a firm to complete the studies.

The Council discussed the property, the cost and impact of the study, timeframe, and redevelopment of the property.

Motion by Sherman, seconded by Poynor to authorize the City Manager to complete and submit the application for the IDNR Brownfield Program for the properties at 228, 304 and 314 West Main Street. Motion carried, all ayes.

Construction Project Updates

Ryan Wicks, Fehr Graham, updated the Council on construction projects in the City.

Jason Wenger, Burrington Group, updated the Council on construction projects in the City.

Reports

City Attorney Peters provided the Council on an update on a nuisance property.

City Manager Tim Vick updated the Council on the following items: the sign ordinance as it relates to the Marion Street Bridge; progress on filling the Building Inspector position; the City website; and tree planting.

Information

The Council reviewed correspondence received.

Motion by Behnken, seconded by Stelken that the meeting adjourn at 5:43pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk