

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, June 27, 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 Stelken, seconded by Struble to approve the agenda as presented. Motion carried, all ayes.

Consent Agenda

2.1 Approval of the minutes of the June 13, 2016 City Council Meeting

2.2 R-065-2016 Resolution Approving Bills

2.3 Approval of Appointments to City Boards & Commissions effective July 1, 2016

- Tim Heims to the Board of Construction Review, Hazard Mitigation Task Force Committee, H.O.A.P. Committee, Housing Committee and Committee of the Whole
- Tim Vick to the Airport Committee and Downtown/Commercial Incentive Committee
- Chad Wulfekuhle to the Hazard Mitigation Task Force Committee
- Lucas Thomas and Jennifer Livingston to the Library Board of Trustees
- Alison Kass and Jessica Pape to the Downtown/Commercial Incentive Committee
- Richard McMahon to the Board of Adjustment
- Sarah Meyer to the Cable TV Commission
- Annette Lenz to the Parks & Recreation Committee
- Kathy Mersch to the Library Board of Trustees

2.4 R-066-2016 Salary Resolution

2.5 R-067-2016 Resolution Accepting Work covering the West Marion Street & Riverfront Trail Extension Project

2.6 Approve application and payment for a Downtown Incentive and Commercial Incentive Grant

- Application for Façade Grant in the amount of \$819.19 for Kevin McCusker for the property at 103 South Franklin Street
- Application for Commercial Interior Grant in the amount of \$1,596.50 for Castle Theatre for the property at 112 East Main Street

2.7 Approve payment of claims totaling \$14,950.00 to Fehr Graham

2.8 Approval of the Consent Agenda

Mayor Kramer reviewed the items on the Consent Agenda with the Council. Following discussion, motion by Sherman, seconded by Struble to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
AFLAC	PAYROLL WITHHOLDINGS	438.15
AK SPORTS	VESTS	37.50
AL'S ELECTRICAL SERVICE	HID FIXTURE REPAIR	538.60
ALLIANT ENERGY	ELECTRICITY	17,193.08
AMERICAN LEGION POST 45	FD FLAGS	90.00
APPARATUS TESTING SERVICE	PUMP CERTIFICATION	1,202.00
BARD CONCRETE	CONCRETE	324.75
BECKER ELECTRIC, LLC	GENERATOR REPAIR	919.01
BECKER, KRIS	INSTRUCTOR FEE	37.20

BROWN SUPPLY CO, INC	PAINT SUPPLIES	3,055.00
BROWNELLS, INC	SUPPLIES	284.65
CCP INDUSTRIES	SAFETY SUPPLIES	498.06
CITY LAUNDERING	SUPPLIES	462.10
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	3,156.76
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	267.52
CRALL, CHARLEENE	REIMB FEES	115.00
DEL CO FAIR SOCIETY	AEROBICS ROOM USAGE	12.40
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	1,125.00
DUBUQUE METROPOLITAN AREA	REFUSE	509.85
EDGEWOOD REMINDER	SUBSCRIPTION	27.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	21,913.56
EMBROIDERY PLACE	SUPPLIES	42.00
FAREWAY STORES	CONCESSIONS	321.71
FINK, MARK	REFUSE	150.00
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	540.00
HENDERSON TRUCK EQUIPMENT	BEACON/LIGHTBAR	250.00
HERITAGE PRINTING	SUPPLIES	254.09
HITECH COMMUNICATIONS, LLC	PD INTERCOM	139.49
IA PRISON INDUSTRIES	SIGNAGE	95.65
IPERS	PAYROLL WITHHOLDINGS	41,697.83
J & R SUPPLY, INC	PAVERS	240.00
KLUESNER CONSTRUCTION	2016 CRACKSEALING	35,458.52
KLUESNER SANITATION LLC	REFUSE	970.26
KRAMER, MILT L	MILEAGE REIMB	44.28
LAKE DESIGN & DECOR	DOWNTOWN INC: AWNING GRANT	765.00
LEARN, ERIN	MILEAGE REIMB: IMFOA BOARD	193.32
MAINSTAY SYSTEMS, INC	COMPUTER & HARDWARE	2,540.00
MANCHESTER FIRE FIGHTERS	REIMB SUPPLIES	307.95
MANCHESTER SIGNS	JULY 3RD SIGN	175.00
MARLA'S SCREEN PRINTS	150 SHIRTS	1,313.00
MEDIACOM	INTERNET/PHONE	3.95
MID COUNTRY MACHINERY	SEALS	30.03
MYERS-COX CO	CONCESSIONS	1,472.22
NEUHAUS CONSTRUCTION	SIDEWALK REPAIR	3,239.54
ONEIDA SIGNS, LLC	SIGNS	21.55
PHILGREEN, MICHELLE R	2016 BROADWAY KIDS	2,998.80
PIERSCH, JONATHON	REIMB UNIFORM	218.85
REGIONAL MEDICAL CENTER	FD PHYSICAL	111.00
SCHRECK, JO	KIDS & CRITTERS SUPPLIES	7.99
SCHROEDERS CASH SUPPLY	SUPPLIES	158.78
SCHWAN'S HOME SERVICE	CONCESSIONS	808.11
STATE HYGIENIC LABORATORY	LAB TESTS	243.50
STETSON BLDG PRODUCTS	CAST IRON PLATE	253.76
SUE'S FLOWER & GARDEN CTR	TREES, SHRUBS, PLANTS	5,192.40
T & W GRINDING	COMPOST CONTRACT	8,250.00
TEAMSTERS LOCAL 238	PAYROLL WITHHOLDINGS	378.00
TOP GRADE EXCAVATING	MH RISERS	400.00
TREASURER STATE OF IOWA	PAYROLL WITHHOLDINGS	3,201.00
USA BLUE BOOK	LAB SUPPLIES	290.64
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	671.60

VISA	MONTHLY CREDIT CARD	2,045.84
WEBER PAPER CO, INC	SUPPLIES	212.31
WEINER'S STUMP REMOVAL	STUMP REMOVAL	64.50
WELLMARK	HEALTH/DENTAL INSURANCE	4,729.23
WINDSTREAM	PHONE & INTERNET	137.11
PAYROLL CHECKS		64,539.23
TOTAL		237,385.23
	FUND TOTALS	
	GENERAL	130,654.75
	HOTEL MOTEL TAX	847.95
	ROAD USE TAX	28,372.73
	TIRRILL TRUST FUND	802.27
	PARK GIFT & TRUST	8,465.80
	LIBRARY GIFT & TRUST	244.41
	DOWNTOWN INCENTIVE	821.62
	STREET IMPROVEMENT	35,458.52
	STREET PROJECTS	105.99
	WATER	15,118.86
	SEWER	16,492.33
	TOTAL	237,385.23

Public Hearing

Mayor Kramer opened the Public Hearing at 5:14pm on the proposed vacation of an alley located between West Marion Street and Jasper Street from South 8th Street to South 9th Street.

City Manager Vick reviewed the proposed vacation of the alley which is an undeveloped alley with no easements or utilities in the alley area. The vacation request arose from the current construction of the apartment buildings on this block. A letter was sent to adjacent property owners and there was a positive response to the proposed vacation.

Mike Letts, owner of 908 West Marion Street, addressed the Council with concerns about the setbacks for the apartment units. City Manager Vick responded that because it is a residential apartment complex, the rear setback is 6.5 feet. Mr. Letts also discussed with the Council his concerns about access to the rear of his property without the alley.

The Council discussed access, the vacation process, options for the proposed vacation, and the need for the adjacent property owners to meet to discuss concerns about access.

City Attorney Peters advised the Council that they could continue the public hearing until the next meeting to allow the property owners to discuss concerns. The Council asked that Wes Schulte be contacted to attend the next meeting.

Motion by Behnken, seconded by Poynor to continue the Public Hearing to the July 11, 2016 meeting. Motion carried, all ayes.

Voluntary Early Retirement

Following discussion, motion by Poynor, seconded by to Struble approve offering the 2016 Voluntary Early Retirement Program to eligible employees. Motion carried, all ayes.

Hotel Feasibility Study

Mayor Kramer referred the Council to the Hotel Feasibility Study, and discussed the findings with the Council.

Motion by Stelken, seconded by Behnken to acknowledge receipt of the Hotel Feasibility Study. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Attorney Peters advised that he is investigating ATV/UTV ordinance options for the Council.

City Manager Vick updated the Council on the following items: asphalt work at the airport and on Brewer Street; the repairs needed for the airport fuel pump; upcoming meeting with REC regarding franchise fees; Tim Heims has started as Building Inspector; and the July 3rd event at Tirrill Park.

Council Member Stelken asked about electrical inspections requirements and inspections at the hospital.

Council Member Struble asked about electrical inspections for residential units.

Mayor Kramer referred the Council to an article about utility rate increases in Dyersville.

Ryan Wicks thanked City staff for their assistance with the Riverfest event.

Information

The Council reviewed correspondence and reports received.

Motion by Behnken, seconded by Sherman that the meeting adjourn at 6:05pm. Motion carried, all ayes.

Attest:

Milt L. Kramer, Mayor

Erin Learn, City Clerk