

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, July 11, 2016

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

Roll call of members present: Dean Sherman, Mary Ann Poynor, Dan Stelken (Stelken arrived at 5:06pm), Connie Behnken, Ron Struble. Absent: None.

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

Consent Agenda

2.1 Approval of the minutes of the June 27, 2016 City Council Meeting

2.2 R-068-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- Minutes of the July 5, 2016 Parks & Recreation Commission meeting
- June 2016 Wastewater Reports

2.4 Liquor License Applications

- Premise update for the Delaware County Fair Society
- Renewal application for Off Premise Class C Beer Permit with Sunday Sales for Casey's General Store #2185 (West Main Street)
- Renewal application for On Premise Class C Liquor License with Sunday Sales for Lightning Lanes

2.5 Fire Department Transfer Request

2.6 R-069-2016 Resolution Amending Salary Resolution (Police, Dispatch, Library)

2.7 Approve payment in the amount of \$25,304.00 to Municipal Pipe Tool Co., LLC for the storm sewer lining on South 3rd Street

2.8 R-070-2016 Resolution Waiving Right to Review Plat (Bishop)

2.9 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
ADVANCED COATING CONCEPTS	PARK SIGN POWDER COATING	75.00
AFLAC	PAYROLL WITHHOLDING	438.15
AK SPORTS	UNIFORMS	37.50
AL'S ELECTRICAL SERVICE	HID FIXTURE REPAIR	538.60
ALL INCLUSIVE REC	PARKS EQUIPMENT	677.50
AMAZON	LIBRARY MATERIALS/SUMMER READ	676.50
AMERICAN LEGION POST 45	FLAGS	90.00
APPARATUS TESTING SERVICE	PUMP CERTIFICATION	1,202.00
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	830.14
BARD CONCRETE	CONCRETE	451.00
BECKER ELECTRIC, LLC	ELECTRICAL SERVICE	2,661.34
BECKER, KRIS	INSTRUCTOR FEE	37.20
BLAKESLEY PROPERTIES, LLC	DOWNTOWN INC PROGRAM	2,734.69
BROWN SUPPLY CO, INC	PAINT SUPPLIES	3,055.00
BROWNELLS, INC	POLICE SUPPLIES	360.45
BSN SPORTS	REC SUPPLIES	194.75
CCP INDUSTRIES	OPERATING SUPPLIES	632.58
CENTER POINT	LIBRARY MATERIALS	127.62
CITY LAUNDERING	BUILDING MAINT SUPPLIES	599.38
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDING	3,156.76

COLLECTION SERV CENTER	PAYROLL WITHHOLDING	292.52
CRALL, CHARLEENE	REIMB FEES	115.00
DEL CO ECONOMIC DEVELOPMENT	1ST HALF ANNUAL CONTRIBUTION	15,000.00
DEL CO FAIR SOCIETY	AEROBICS ROOM RENTAL	12.40
DEL CO TOURISM	ANNUAL TOURISM CONTRIBUTION	12,000.00
DELAWARE INVESTMENTS	PAYROLL WITHHOLDING	1,125.00
DELCO PLUMBING & HEATING	BUILDING MAINT	130.00
DELHI LUMBER	OPERATING SUPPLIES	63.10
DIGITAL ALLEY, INC	POLICE EQUIPMENT	20.00
DOLAN INS AGENCY	AIRPORT GENERAL INSURANCE	4,618.00
DON & WALT, LLC	POOL REPAIRS	53.96
DUBUQUE METRO AREA SOLID WASTE	REFUSE	509.85
DYERSVILLE COMMERCIAL	PUBLICATION EXPENSE	658.80
EBSCO	LIBRARY MATERIALS	3,983.99
ECIA	ANNUAL MEMBERSHIP DUES	3,210.98
EDGEWOOD OIL, INC	WWTP SUPPLIES	368.55
EDGEWOOD REMINDER	SUBSCRIPTION	27.00
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDING	23,799.64
ELM USA	EQUIP MAINT	22.50
EMBROIDERY PLACE	SUPPLIES	42.00
ERIN LEARN: PETTY CASH	SUPPLIES/POSTAGE	893.64
FAREWAY STORES	CONCESSIONS	735.20
FARNER-BOCKEN CO	CONCESSIONS	507.55
FEHR GRAHAM	ENGINEERING	14,950.00
FINK, MARK	ROAD ROCK, HAULING	1,709.65
FISH SHACK	AQUARIUM MAINT (QTRLY)	75.00
FRY & ASSOCIATES, INC	TIRRILL PARK PLAYGROUND EQUIP	21,203.00
GAFFNEY, MICHELLE	PEE WEE SOCCER INSTRUCTOR	225.00
GALE/CENGAGE LEARNING	LIBRARY MATERIALS	123.16
GALLS	POLICE UNIFORM	198.96
GEORGEN AUTO	VEHICLE MAINT	39.69
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDING	550.00
HANSON FOUNDATION	JULY 3 TALENT REFUND	387.65
HAWKINS, INC	CHEMICALS	443.11
HENDERSON TRUCK EQUIPMENT	BEACON/LIGHTBAR	250.00
HERITAGE PRINTING	PRINTING	312.09
HITECH COMMUNICATIONS, LLC	OFFICE EQUIPMENT	139.49
IA LAW ENFORCEMENT ACADEMY	POLICE TRAINING	40.00
IA LEAGUE OF CITIES	ANNUAL MEMBERSHIP DUES	2,405.00
IA PRISON INDUSTRIES	SIGNAGE	95.65
IA SECRETARY OF STATE	NOTARY RENEWAL	30.00
IDNR	ANNUAL WATER SUPPLY FEE	602.93
IOWA PATCH	HIGH PERFORMANCE PATCH	1,433.60
IPERS	PAYROLL WITHHOLDING	21,242.49
J & R SUPPLY, INC	WASTEWATER SUPPLIES	550.00
JOHN DEERE FINANCIAL	OPERATING SUPPLIES	468.17
KARR, LLC	OFFICE SUPPLIES	243.87
KIRKHAM MICHAEL, INC	AIRPORT ENGINEERING SERVICES	4,400.00
KLUESNER CONSTRUCTION	CRACK SEALING	35,458.52
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	1,043.39
KMCH	PUBLIC RELATIONS	908.33

KOCH BROTHERS, INC	EQUIP MAINT	376.65
KRAMER, MILT L	MILEAGE REIMB	44.28
LAW ENFORCEMENT TARGETS	POLICE SUPPLIES	138.87
MAINSTAY SYSTEMS, INC	POLICE NETWORK ADMIN	3,440.00
MANCHESTER AREA CHAMBER	MARKETING EXPENSE COST SHARE	250.00
MANCHESTER CARQUEST	VEHICLE MAINT SUPPLIES	471.82
MANCHESTER FIRE FIGHTERS	WEATHER STATION	307.95
MANCHESTER PIZZA RANCH	CONCESSIONS	761.25
MANCHESTER PRESS	PUBLICATION EXPENSE	1,100.73
MANCHESTER SIGNS	150TH TALENT SHOW SIGNAGE	298.85
MARLA'S SCREEN PRINTS	T-SHIRTS	1,854.60
MEDIACOM	PHONE/INTERNET	408.14
MID COUNTRY MACHINERY	SEALS	30.03
MIDWEST TAPE	LIBRARY MATERIALS	395.93
MIKE'S LANDSCAPING & LAWN	MOWING CONTRACT	125.00
MYERS-COX CO	CONCESSIONS	3,300.94
NBS CALIBRATIONS, INC	WWTP LAB MAINT	167.00
NEUHAUS CONSTRUCTION	SIDEWALK IMPROVEMENT	3,239.54
ONEIDA SIGNS, LLC	SIGNS	21.55
PEPSI COLA BOTTLING CO	CONCESSIONS	6,115.57
PHILIPSON, KAITLYN	REFUND SWIM LESSONS	70.00
PIERSCH, JONATHON	REIMB UNIFORM SUPPLIES	218.85
PITNEY BOWES	POSTAGE FEE	39.99
PITNEY BOWES	LIBRARY POSTAGE	1,500.00
PITNEY BOWES	LEASE PAYMENT	403.44
PLAYPOWER LT FARMINGTON	SWING SET	6,072.17
POOL TECH, INC	CHEMICALS	2,279.00
POSTMASTER	UTILITY BILLING POSTAGE	519.57
RADIO COMMUNICATIONS, INC	RADIO SERVICE	430.00
RAY O'HERRON, INC	POLICE SUPPLIES	54.60
RECORDED BOOKS	SUBSCRIPTIONS	425.00
REGIONAL MEDICAL CENTER	FD PHYSICAL	111.00
RELIANCE STANDARD LIFE INS	LIFE INSURANCE	404.15
S & D SUPPLY, LLC	OPERATING SUPPLIES	248.43
SCANTRON SERVICE GROUP	ANNUAL COMPUTER MAINT AGMT	4,254.00
SCHMITZ, ANGELA	REFUND SWIM LESSONS	70.00
SCHRECK, JO	KIDS & CRITTERS SUPPLIES REIMB	7.99
SCHROEDERS CASH SUPPLY	BUILDING SUPPLIES	449.40
SCHWAN'S HOME SERVICE	CONCESSIONS	1,785.00
SIMON'S LAWN CARE & MAINT	MOWING CONTRACT	4,415.34
SMALL ANIMAL CLINIC	POLICE CANINE CARE	35.00
SPACE WALK OF CEDAR RAPIDS	JULY 3RD CELEBRATION	750.00
STATE HYGIENIC LABORATORY	LAB TESTS	243.50
STETSON BLDG PRODUCTS	CAST IRON PLATE	253.76
SUE'S FLOWER & GARDEN CTR	PLANTS, TREES, SHRUBS	5,192.40
SUNSHINE BOY WINDOW CLEAN	BUILDING MAINT	44.00
T & W GRINDING	COMPOST CONTRACT	8,250.00
TIM HEIMS CONSTRUCTION	DISPATCH WINDOW UPDATE	750.00
TOP GRADE EXCAVATING	MH RISERS	400.00
TREASURER STATE OF IOWA	PAYROLL WITHHOLDING	3,438.00
TRI-TECH FORENSICS, INC	OPERATING SUPPLIES	128.66

TRUMBLEE, DAVID	REIMB UNIFORM SUPPLIES	126.62
UPSTART	SUMMER READING PROGRAM	97.13
US CELLULAR	CELL PHONE	188.67
USA BLUE BOOK	LAB SUPPLIES	290.64
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDING	741.91
VICK, TIMOTHY J	MILEAGE REIMB	91.80
VISION SERVICE PLAN	VISION INSURANCE	541.36
WALMART COMMUNITY	OPERATING SUPPLIES	399.30
WEBER PAPER CO, INC	RESTROOM/BUILDING SUPPLIES	329.76
WEINER'S STUMP REMOVAL	STUMP REMOVAL	64.50
WELLMARK	HEALTH/DENTAL INSURANCE	25,577.83
WINDSTREAM	PHONE/INTERNET	1,069.69
WT.COX	LIBRARY MATERIALS	2,155.22
PAYROLL CHECKS		68,886.74
DEPOSIT REFUNDS ON 6/30/2016		865.66
TOTAL		363,813.37
	FUND TOTALS	
	GENERAL	164,737.25
	HOTEL MOTEL TAX	16,714.73
	ROAD USE TAX	28,804.26
	EMPLOYEE BENEFITS	19,004.12
	POLICE SPECIAL USES	46.66
	TAX INCREMENT FINANCING	15,000.00
	PARK IMPROVEMENT	21,203.00
	TIRRILL TRUST	2,755.39
	PARK GIFT & TRUST	5,467.00
	LIBRARY GIFT & TRUST	771.24
	POLICE CANINE	35.00
	DOWNTOWN INCENTIVE	2,791.31
	WHITEWATER PARK PROJECT	4,981.87
	STREET IMPROVEMENT	35,458.52
	STREET PROJECTS	14,982.68
	WATER	16,314.22
	UTILITY DEPOSIT TRUST	865.66
	SEWER	13,880.46
	TOTAL	363,813.37

Public Hearing

At 5:04pm, motion by Behnken, seconded by Poynor to re-open and continue the Public Hearing 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 informed the Council that he had spoken with Wes Schulte regarding the concerns of Mr. Letts and asked Mr. Schulte to contact Mr. Letts.

The Council discussed the concerns presented at the last meeting and the vacation and deeding process. Council Member Stelken arrived at 5:06pm.

Mayor Kramer closed the Public Hearing at 5:08pm.

Motion by Stelken, seconded by Poynor to proceed with first consideration and adoption of Ordinance 003-2016 An Ordinance Vacating a Portion of an Alley Described as Lying Between Lots 677, 678, 679, 680 and Lots 705, 706, 707, 708 Manchester, Iowa According to Plats Recorded in Book 1 L.D., Pages 284-285. Motion carried, all ayes. Recommended Action: Motion to proceed with the first consideration and adoption of Ordinance 003-2016

Reports

City Manager Vick informed the Council he would be attending the Iowa City/County Management Association's summer conference July 13-15. City Manager Vick also informed the Council that City representatives would be touring the West Burlington City Street Department building on July 22.

The City Council reviewed information and reports received.

Motion by Struble, seconded by Sherman that the meeting adjourn at 5:22pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk