

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, August 22, 2016

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

Roll call of members present: Dean Sherman, Mary Ann Poynor, Connie Behnken, Ron Struble. Absent: Dan Stelken.

Tom Amthauer, Country Cruisers Car Club, presented the City Council and the Manchester Police Department with Appreciation Plaques and thanked the City for their support and assistance during the weekend of the Annual Car Cruise.

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

Consent Agenda

2.1 Approval of the minutes of the August 8, 2016 City Council Meeting

2.3 R-078-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- the minutes of the August 15, 2016 Board of Adjustment meeting

2.4 Motion to set September 12, 2016 at 5:00pm as the date & time for a Public Hearing on a proposed lease agreement with Verizon

2.5 R-080-2016 Resolution Accepting Work Covering the Airport Apron & Taxiway Expansion Project

2.6 Approval of Pay Estimate #2 (Final) in the amount of \$24,820.60 to River City Paving for the Airport Apron & Taxiway Expansion Project

2.7 Motion to set September 12, 2016 at 5:00pm as the date and time for a Public Hearing on the sale of 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

2.8 Approve payment of claims totaling \$34,725.14 to Automation Engineering for Water Department Server, Well and Booster Pump upgrades

2.9 Approve payment of claims totaling \$22,776.50 to Fehr Graham for engineering services

2.10 Motion to accept bid of \$6,300.00 from John Keppler for removal of 26 trees in the City

2.11 Review decision of the Board of Adjustment to approve the request of Advanced Eyecare Associates, for property located at 223 West Main Street, for a Conditional Use Permit for the purpose of placing a sequencing messaging sign

2.12 Review decision of the Board of Adjustment to approve the request of Justin & Amanda Downs, for property located at 108 Oak Court, for an exception to Section 165.25.7, Setback Adjustments of the Manchester Code of Ordinances, which would allow for a reduction of thirteen feet to the minimum required front yard setback of forty feet for the construction of a deck in the front yard area

2.13 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
ACCENT LASER, INC	TONER	349.75
ACCESS SYSTEMS LEASING	COPIER	321.93
ADDOCO, INC	MULCH	1,338.75
AFLAC	PAYROLL WITHHOLDINGS	438.15

ALL INCLUSIVE REC	BENCH	1,841.70
ALLIANT ENERGY	ELECTRICITY	24,364.74
AMAZON	LIB MATERIALS	250.88
AMERICAN SEWER PARTS	NOZZLES	705.12
ANDERSON WELDING	MANHOLE RISER	288.26
AUTOMATION ENGINEERING	SERVICE	825.00
BAKER & TAYLOR BOOKS	LIB MATERIALS	893.93
BARCO MUNICIPAL PRODUCTS	SUPPLIES	287.44
BARD CONCRETE	SUPPLIES	604.41
BARRON MOTOR SUPPLY	SUPPLIES	215.97
BECKER ELECTRIC, LLC	REPAIRS	2,921.64
BLACK HAWK CO HEALTH DEPT	INSPECTION FEE	568.00
BLAKESLEY DRUG	FLEXSEAL	8.94
BOB STEPHEN MOTORS	2016 CHEVROLET TON TRUCK	29,454.79
BOUBIN TIRE	SUPPLIES	54.54
BROWN SUPPLY	SUPPLIES	1,174.25
BSN SPORTS	SOCCER GOAL/ANCHOR	174.16
CENGAGE LEARNING	LIB MATERIALS	61.58
CENTER POINT	LIB MATERIALS	127.62
CHEMSEARCH	CHEMICALS	369.15
CINTAS	FIRST AID SUPPLIES	117.09
CITY LAUNDERING	SUPPLIES	576.24
CITY OF MANCHESTER-FLEX	PAYROLL WITHHOLDINGS	3,156.76
CLARK, ROD	MAINTENANCE	100.00
COLLECTION SERV CENTER	PAYROLL WITHHOLDINGS	292.52
CONNOLLY CONSTRUCTION CO	INLET/OUTLET REPAIR	12,300.00
DEL CO SOLID WASTE COMMISSION	LANDFILL	938.80
DELAWARE INVESTMENTS	PAYROLL WITHHOLDINGS	1,125.00
DEMCO	LIB MATERIALS	266.68
DJ REPAIR	MAINTENANCE	157.43
DON & WALT, LLC	MAINTENANCE	7,982.68
DYERSVILLE COMMERCIAL	ADS	399.22
EDGEWOOD AUTO & TIRE, LLC	TIRE REPAIR	255.53
EFTPS - FED,FICA,MEDICARE	PAYROLL WITHHOLDINGS	22,002.21
ELM USA	PAY AS YOU GO	10.00
ENGELKEN, ALEX	INSTRUCTOR FEE	360.00
FAREWAY STORES	SUPPLIES	286.69
GALLS	PD SUPPLIES	93.94
GRAYBILL COMMUNICATIONS	BULBS	94.00
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	540.00
HAUSERS WATER CONDITION	INJECTION QUILL	260.00
HAWKINS, INC.	CHEMICALS	420.44
HELMRICHS, SHIRLEY	REIMB SOCCER	20.00
HERITAGE PRINTING	PAPER	90.50
IA DEPT OF PUBLIC SAFETY	IOWA SYSTEMS	4,368.00
IA ONE CALL	ONE CALLS	63.00
IA PARK & REC ASSOC	TICKETS	2,300.00
IDALS	LICENSE	75.00
IDNR	NPDES PERMIT	210.00
INGRAM LIBRARY SERVICES	LIB MATERIALS	47.00
IPERS	PAYROLL WITHHOLDINGS	21,242.49

JOHN DEERE FINANCIAL	SUPPLIES	488.01
KARR, LLC	SUPPLIES	308.03
KEHRLI, CHERIE	REIMB YOUTH SOCCER	20.00
KENNEDY, NICOLE	REIMB YOUTH SOCCER	40.00
KIMBALL, KRYSTAL	REIMB YOUTH SOCCER	20.00
KIRKHAM MICHAEL, INC	AIRPORT ENGINEERING	4,400.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	22,133.92
KMCH	PUBLIC ANNOUNCEMENTS	808.33
KRAMER, MILT L	REIMB MILEAGE	44.28
LANDSCAPES BY CHILDSPLAY	SUPPLIES	3,404.82
LOECKE, JOANNA	REIMB YOUTH SOCCER	20.00
LONZA	CHEMICALS	484.00
MANCHESTER PIZZA RANCH	CONCESSIONS	290.00
MANCHESTER PRESS	PUBLICATION EXPENSE	577.57
MANCHESTER SIGNS	SIGNS	326.75
MARLA'S SCREEN PRINTS	150 SUPPLIES	718.33
MEDIAQUEST SIGNS	MESSAGE BOARD	7,444.50
MIDWEST TAPE	LIB MATERIALS	104.72
MIKE'S LANDSCAPING & LAWN	MOWING	125.00
MUSGROVE, CHANCE	MAINTENANCE	100.00
NICC	MREP REIMB	629.40
NYSTROM, KELLEY	MAINTENANCE	100.00
ONEIDA SIGNS, LLC	TAGS	170.00
OVERDRIVE	EBOOK FEE	708.11
PALMER HARDWARE	SUPPLIES	704.12
PAZ, IRMA	MAINTENANCE	100.00
PEPSI COLA BOTTLING CO	SUPPLIES	653.75
PETERS LAW OFFICE	LEGAL FEES	862.00
PLAYPOWER LT FARMINGTON	EQUIPMENT	6,072.17
POOL TECH, INC	SUPPLIES	550.00
PRICE INDUSTRIAL ELECTRIC	WWTP MAINTENANCE	1,540.22
RADIO COMMUNICATIONS, INC	TECH SERVICE	113.65
RAY O'HERRON, INC	CLOTHING	125.57
REISS, CHRIS	REIMB SUPPLIES	4.99
RUNDE	RADIO INSTALL	365.51
S & D SUPPLY, LLC	SAFETY EQUIP	39.95
SCHUMACHER ELEVATOR	MAINTENANCE	158.32
SCHWAN'S HOME SERVICE	CONCESSIONS	634.84
SENSUS METERING SYSTEMS	SUPPLIES	1,665.98
SHERE, ANGELA	PROGRAM SUPPLIES	271.65
SHERMAN, DEAN	REIMB MEETING	48.79
SIMON'S LAWN CARE & MAINT	MOWING	4,752.84
SOLUTIONS MANAGEMENT GROUP	MAINTENANCE	183.23
STANDARD AUTO PARTS	SUPPLIES	63.05
STATE HYGIENIC LABORATORY	LAB TESTS	1,208.00
STATE LIBRARY OF IOWA	DATABASE SUBSCRIPTION	341.95
IOWA DEPT OF REVENUE	SALES TAX	5,825.07
TASER INTERNATIONAL, INC	SUPPLIES	386.22
THE GAZETTE	SUBSCRIPTION	301.60
THE LOCK SHOP	MAINTENANCE	444.90
THREE RIVERS FS	FUEL	4,004.61

TREASURER STATE OF IOWA	STATE TAX	3,215.00
TREAT AMERICA	CERTIFICATION	92.98
TRI-TECH FORENSICS, INC	GLOVES	32.50
ULTRAMAX AMMUNITION	AMMUNITION	209.60
USA BLUE BOOK	GAS CYLINDER	22.29
VANTAGE TRANSFER AGENTS	ICMARC	741.91
VINTON TROPHY & AWARDS	TROPHYS	490.00
WEBER PAPER CO, INC	SUPPLIES	299.74
WELLMARK	HEALTH INS	5,025.20
WHELEN ENGINEERING CO	FD SUPPLIES	14.99
WIDNER DRUG	FD SUPPLIES	18.59
WOODS, JULIE	REIMB SUPPLIES	52.20
PAYROLL CHECKS		65,098.17
TOTAL ACCOUNTS PAYABLE		297,993.84
	FUND TOTALS	
	GENERAL	172,041.16
	HOTEL MOTEL TAX	1,098.66
	STREET EQUIPMENT RESERVE	23,528.00
	ROAD USE TAX	34,600.20
	TIRRILL TRUST	2,273.39
	PARK GIFT & TRUST	5,015.70
	LIBRARY GIFT & TRUST	7,651.15
	DOWNTOWN INCENTIVE	56.62
	WATER	24,027.16
	SEWER	27,701.80
	TOTAL	297,993.84

Voluntary Early Retirement Program

City Manager Vick reviewed the early retirement applications with the Council, noting that three employees had submitted applications.

The Council discussed the applications, retirement dates, and the process for filling the positions.

Motion by Poynor, seconded by Behnken to approve R-079-2016 Resolution Approving Voluntary Early Retirement Program Applications. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Manager Vick informed the Council that there was a good response to the public works open houses and commended the employees for the time spent cleaning their facilities. City Manager Vick also informed the Council that there would be a public input meeting on August 30, 2016 regarding the downtown and riverfront concept plan.

City Clerk Learn informed the Council that the Fire Department, Police Department, and City Hall Open Houses would be from 1-3pm on Sunday.

Police Chief Hauschild informed the Council that a dispatcher had resigned and they were in the process of advertising for a replacement.

The Council reviewed the correspondence and reports received.

Motion by Struble, seconded by Poynor that the meeting adjourn at 5:24pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk