

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, September 12, 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 August 22, 2016 City Council Meeting

2.2 R-081-2016 Resolution Approving Bills

2.3 Acknowledge Receipt of City Reports & Minutes

- minutes of the August 11, 2016 Library Board meeting
- August 2016 Statistical Report for the Library
- August 2016 Wastewater Reports
- minutes of the September 6, 2016 Parks & Recreation Commission meeting
- minutes of the September 8, 2016 Library Board meeting

2.4 R-082-2016 Resolution Amending Salary Resolution (Police, Dispatch, Library)

2.5 Approval of Downtown Incentive Program applications

- Facade Grant in the amount of \$2,378.82 to Ann Meyer for the property at 106 N. Franklin
- Commercial Interior Grant in the amount of \$2,728.52 to Ann Meyer for the property at 106 N. Franklin
- Second Story Loan Program in the amount of \$10,000 to Wes Schulte for the property at 114 1/2 S. Franklin
- Facade Grant (west facade) in the amount of \$752.19 to Wes Schulte for the property at 114 S. Franklin
- Facade Grant (east facade) in the amount of \$599.30 to Wes Schulte for the property at 114 S. Franklin

2.6 Approve payment of claims totaling \$2,868.50 to Burrington Group, Inc.

2.7 Approve payment of \$4,882.00 to Confluence for Downtown Concept Plan & Park Development

2.8 R-083-2016 Resolution Approving Subordination Agreement (Hauser)

2.9 Motion to set October 10, 2016 at 5:00pm as the date and time for a hearing on a violation of Iowa Code 453A.2 by Casey's General Store

2.10 R-084-2016 Resolution Accepting Donation of Land (Street Right of Way)

2.11 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
ACCENT LASER, INC	TONER CARTRIDGES	444.70
AFLAC	AFLAC-NONTAX	897.06
AK SPORTS	UNIFORM SUPPLIES	66.49
AL'S ELECTRICAL SERVICE	CITY HALL BUILDING MAINT	258.86
AMAZON	LIBRARY MATERIALS	354.42
ANDERSON WELDING & MACH	WELD GAS	59.07

EMILY BANDY KELCHEN	SUPPLIES	187.50
AUTOMATION ENGINEERING, L	WATER EQUIPMENT UPGRADE	34,725.14
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	1,611.00
BAUMGARTNER GATE FACTORY,	SUPPLIES	50.00
BLACK HILLS/IA GAS UTILITY CO	HEATING FUEL	944.41
BOB STEPHEN MOTORS	MONROE: TON TRUCK	17,710.00
CENTER POINT	LIBRARY MATERIALS	127.62
CINTAS	FIRST AID SUPPLIES	207.52
CITY LAUNDERING	EQUIP REPAIR/MAINT	91.52
CITY OF MANCHESTER-FLEX	MED FLEX	4,066.33
COLLECTION SERV CENTER	CHLD SUPP BI-WK	585.04
CUTTING EDGE GRAPHICS	HERO HUSTLE T-SHIRTS	1,542.02
D & S PORTABLES	PORT-A-POTTIES: SOCCER	110.00
DATA TECHNOLOGIES, INC	BUILDING PERMIT SOFTWARE	2,900.00
DEL CO TOURISM	STATE FARM GRANT	500.00
DELAWARE INVESTMENTS	SAVINGS PLAN	1,500.00
DES MOINES STAMP MFG	BUILDING DATE STAMP	74.00
DOLAN INS AGENCY	VEHICLE INSURANCE	919.00
DON & WALT, LLC	BUILDING MAINT	446.86
EDGEWOOD OIL, INC.	VEHICLE MAINT SUPPLIES	933.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	39,853.74
ELM USA	EQUIP REPAIR/MAINT	14.00
FAREWAY STORES	SUPPLIES	238.09
FASTENAL COMPANY	SEWER SUPPLIES	56.34
FEHR GRAHAM	ENGINEERING	22,776.50
FUCHS TRAFFIC TECHNOLOGY	TRAFFIC SIGNAL REPAIRS	2,000.00
GALE/CENGAGE LEARNING	LIBRARY MATERIALS	152.75
GRUNDY NATIONAL BANK	XMAS CLUB	1,055.00
HARLAND TECHNOLOGY SERVIC	CLOUD RECOVERY SERVICE	3,368.00
HERITAGE PRINTING	OFFICE SUPPLIES	453.59
IA DIV OF LABOR SERVICES	BOILER INSPECTION	80.00
IA LIBRARY ASSOC	ANNUAL CONFERENCE	176.00
IA PARK & REC ASSOC	ANNUAL DUES	50.00
IA PRISON INDUSTRIES	STREET SIGNS	89.00
IA RURAL WATER ASSOC	ANNUAL CONFERENCE	280.00
INGLES, KRISTEN	REFUND SWIM LESSONS	70.00
INGRAM LIBRARY SERVICES,	LIBRARY MATERIALS	39.53
INTOXIMETERS	POLICE SUPPLIES	153.00
IPERS	IPERS	42,532.84
KARR, LLC	OFFICE SUPPLIES	270.81
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	40.00
KMCH	RADIO ANNOUNCEMENTS	708.33
KRAMER, MILT L	MILEAGE REIMB	47.52
MANCHESTER AREA CHAMBER	CHAMBER BOARD MEETINGS	40.00
MANCHESTER PIZZA RANCH	CONCESSIONS	174.00
MANCHESTER PRESS	PUBLICATION EXPENSE	1,262.67
MANCHESTER SIGNS	SIGNS	666.00
MEDIACOM	TELEPHONE/INTERNET	404.20
MGIA - IA CHAPTER	INVESTIGATIONS TRAINING	150.00
MIDWEST TAPE	LIBRARY MATERIALS	103.11
MYERS-COX CO	CONCESSIONS	1,683.40

NEWTON VALVE SERVICE DIV	HOTEL LIFT STATION REPAIR	493.48
OVERDRIVE	6497-112448467-083116	991.85
PETERS LAW OFFICE	LEGAL FEES	970.00
PITNEY BOWES	POSTAGE	201.72
PITNEY BOWES	POSTAGE	318.00
POSTMASTER	UTILITY BILLING POSTAGE	720.18
QUILL	OFFICE SUPPLIES	149.18
RADIO COMMUNICATIONS, INC	RADIO EQUIPMENT	4,718.79
RAY O'HERRON, INC	PD: BULLET PROOF VESTS	8,729.28
RELIANCE STANDARD LIFE INS	INSURANCE	415.15
S & D SUPPLY, LLC	OPERATING SUPPLIES	64.85
SCHROEDERS CASH SUPPLY	BUILDING SUPPLIES	448.09
SIMON'S LAWN CARE & MAINT	MOWING CONTRACT	4,415.34
SUNSHINE BOY WINDOW CLEAN	BUILDING MAINT	44.00
TAUKE, MATT	ALERRT TRAINING (2 OFFICERS)	795.56
TEAMSTERS LOCAL 238	UNION DUES	378.00
TRANS-IOWA EQUIPMENT	STREET SWEEPER MAINT	680.59
TREASURER STATE OF IOWA	STATE TAX	6,262.00
TREKMAN RACING	HERO HUSTLE TIMING/REG	1,577.32
ULTRAMAX AMMUNITION	AMMUNITION	312.80
US CELLULAR	MOBILE DATA	186.58
VANTAGE TRANSFER AGENTS-3	ICMARC	1,516.16
VINTON TROPHY & AWARDS	HERO HUSTLE MEDALS	85.60
VISION SERVICE PLAN	INSURANCE	556.16
WELLMARK	INSURANCE	29,767.43
WEST DELAWARE HIGH SCHOOL	HIGH SCHOOL YEARBOOK	45.00
WINDSTREAM	TELEPHONE	1,339.60
PAYROLL CHECKS		108,215.79
TOTAL ACCOUNTS PAYABLE		364,698.48
	FUND TOTALS	
	GENERAL	181,546.22
	HOTEL MOTEL TAX	606.23
	STREET EQUIPMENT RESERVE	15,184.00
	ROAD USE TAX	32,159.96
	EMPLOYEE BENEFITS	20,872.50
	POLICE SPECIAL USES	46.66
	TAX INCREMENT FINANCING	16.34
	TIRRILL TRUST	1,540.74
	PARK GIFT & TRUST	3,469.24
	LIBRARY GIFT & TRUST	164.39
	DOWNTOWN INCENTIVE	56.62
	STREET PROJECTS	22,811.50
	WATER	60,645.05
	SEWER	25,579.03
	TOTAL	364,698.48

Public Hearing on Proposed Lease Agreement with Verizon
Mayor Kramer opened the Public Hearing at 5:07pm.

Brian Kabat, Verizon Wireless, reviewed the proposed lease agreement with the City Council, and Verizon's plans for installation of an antenna on City Hall. Mr. Kabat also noted the rent Verizon would pay the City for the space would be \$1,236 per month with an annual 2% increase.

The Council discussed the size of the equipment, impact to the City's roof and liability.

There being no public comments to be heard and no written comments on file, Mayor Kramer closed the Public Hearing at 5:12pm

Motion by Behnken, seconded by Stelken to adopt R-085-2016 Resolution Approving Lease Agreement. Motion carried, all ayes.

Public Hearing on Proposed Urban Renewal Plan Amendment
Mayor Kramer opened the Public Hearing at 5:13pm.

City Manager Vick informed the Council that Public Hearing is for an amendment to the City's urban renewal plan to allow for tax rebates to be provided for the development of multi-family housing and storage units along Bailey Drive.

Joe Hildebrand, Bailey Drive Estates, LLC, discussed with the Council his plans for the development along Bailey Drive.

There being no public comments to be heard and no written comments on file, Mayor Kramer closed the Public Hearing at 5:18pm.

Motion by Poynor, seconded by Behnken to adopt R-086-2016 Resolution to Approve Urban Renewal Plan Amendment for the Manchester Urban Renewal Area. Motion carried, all ayes.

Motion by Sherman, seconded by Struble to adopt R-087-2016 Resolution setting a date of meeting at which it is proposed to approve a Development Agreement with Joe Hildebrand/Bailey Drive Estates, LLC., including annual appropriation tax increment payments in an amount not to exceed \$161,000. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Manager Vick updated the Council on problems with the equipment in Well 8 and the repairs needed.

Council Member Sherman informed the Council that there would be a Delaware County Economic Development Board meeting on Friday.

Council Member Poynor informed the Council that there were three bus tours coming to the community this week.

Council Member Struble noted that the water level is up on the backwaters by Tirrill Park.

Susan Scherbring, Delaware County Roads to Trails, asked for a status update on the group's request to allow ATV/UTVs on city streets. City Manager Vick responded that the City is working with the City Attorney in reviewing proposed ordinances.

Curt Meiner, 702 East Howard Street, asked about the status of Whitewater Park structure 3.5. City Manager Vick responded that the City is waiting for Tschiggfrie Excavating to complete the work, and that the project had been delayed until the fall to allow for the water level to drop and the activity in the water to decrease. Mr. Meiner also inquired about the water level north of the Main Street bridge, commenting that water seems to be shallower than what the City was originally told and asked if elevations had been taken. Ryan Wicks, Fehr Graham, responded that the water elevations haven't been shot but that water levels are similar to what they were before the project.

The Council reviewed the correspondence received.

Closed Session

At 5:36pm, motion by Struble, seconded by Stelken to enter into closed session pursuant to Iowa Code Section 21.5(1j) to discuss the acquisition of real estate. Motion carried, all ayes.

The Council returned to open session at 6:02pm.

Motion by Behnken, seconded by Stelken that the meeting adjourn at 6:03pm. Motion carried, all ayes.

Milt L. Kramer, Mayor

Attest:

Erin Learn, City Clerk