

Minutes of the Regular Meeting of the City Council of the City of Manchester
 Monday, September 26, 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.

Mayor Kramer noted that the Board of Adjustment minutes and closed session should be removed from the agenda. Motion by Struble, seconded by Poynor to approve the agenda as amended. Motion carried, all ayes.

Consent Agenda

- 2.1 Approval of the minutes of the September 12, 2016 City Council Meeting
- 2.2 R-088-2016 Resolution Approving Bills
- 2.3 Acknowledge Receipt of City Reports & Minutes **(REMOVED FROM THE AGENDA)**
- 2.4 Liquor License Applications
 - Renewal Application for On Premise Class B Beer Permit with Outdoor Service & Sunday Sales for Franklin Street Brewing Company, LLC
 - Renewal Application for Off Premise Class C Native Wine Permit for The Bread Basket
- 2.5 R-089-2016 Resolution Approving Fiscal Year 2015/16 Street Finance Report
- 2.6 Review decision of the Board of Adjustment to approve the request of the Manchester Public Library, for property located at 304 North Franklin Street, for a Conditional Use Permit for the purpose of placing a sequencing messaging sign
- 2.7 Approve the request of Delaware County Tourism for financial assistance in the amount of \$546.00 to allow Janet Klostermann, Tourism Director, to attend the Iowa Tourism Conference
- 2.8 Approve payment of \$13,856.50 to Confluence for the Downtown Concept Plan & Park Development Project
- 2.9 Approve the sale of the City's 1999 Freightliner FL 70 Dump Truck with dump box and snow plow to the City of Leon for \$31,000.00
- 2.10 Approve payment of claims totaling \$22,729.00 to Fehr Graham for engineering services
- 2.11 Approval of the Consent Agenda

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

Bills approved for payment:

VENDOR	REFERENCE	AMOUNT
A-TEC RECYCLING	RECYCLE	186.24
ACCENT LASER, INC	TONER CARTRIDGES	444.70
ACCESS SYSTEMS LEASING	COPIER LEASE	321.93
ADDOCO, INC	PLAYGROUND MULCH	1,338.75
ADVANCED EYECARE ASSOCIAT	WORK COMP CLAIM	95.00
AFLAC	AFLAC-NONTAX	458.91
AK SPORTS	SUPPLIES	81.49
AL'S ELECTRICAL SERVICE	CITY HALL BUILDING MAINT	258.86
ALLIANT ENERGY	ELECTRICITY	24,430.89
AMAZON	LIB MATERIALS	792.45
AMERICAN SEWER PARTS & CLEANING	BLADES	792.72
AMERICAN TEST CENTER	FD MAINTENANCE	970.00
ANDERSON WELDING & MACH	WELD GAS	59.07

BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	1,611.00
BARD CONCRETE	CONCRETE	586.44
BARRON MOTOR SUPPLY	OPERATING SUPPLIES	88.33
BAUMGARTNER GATE FACTORY,	SUPPLIES	50.00
BECKER ELECTRIC, LLC	REPAIR	489.45
BLACK HILLS/IA GAS UTILITY CO	HEATING FUEL	658.34
BOB STEPHEN MOTORS	MONROE: TON TRUCK	17,710.00
BROWN SUPPLY CO, INC	SUPPLIES	764.00
BUNTING, CLIFFORD D	MILEAGE REIMB	46.44
CENTER POINT	LIB MATERIALS	255.24
CINTAS	FIRST AID SUPPLIES	207.52
CITY LAUNDERING	EQUIP REPAIR/MAINT	91.52
CITY OF MANCHESTER-FLEX	MED FLEX	3,013.26
COLLECTION SERV CENTER	CHLD SUPP BI-WK	292.52
CRESCENT ELECTRIC SUPPLY,	SUPPLIES	550.13
CUTTING EDGE GRAPHICS	HERO HUSTLE T-SHIRTS	1,542.02
D & S PORTABLES	HERO HUSTLE	410.00
DATA TECHNOLOGIES, INC	BUILDING PERMIT SOFTWARE	2,900.00
DEL CO SOLID WASTE COMMISSION	LANDFILL	939.70
DEL CO TOURISM	STATE FARM GRANT	500.00
DELAWARE INVESTMENTS	SAVINGS PLAN	1,125.00
DEMCO	LIBRARY MATERIALS	185.65
DES MOINES REGISTER	SUBSCRIPTION	344.38
DES MOINES STAMP MFG	BUILDING DATE STAMP	74.00
DIAMOND VOGEL PAINTS	SUPPLIES	323.94
DOCUMENT DESTRUCTION, LLC	SHREDDING SERVICES	50.95
DOLAN INS AGENCY	VEHICLE INSURANCE	919.00
DON & WALT, LLC	SWIMMING POOL MAINT	637.96
DUBUQUE FIRE EQUIPMENT	MAINTENANCE	214.90
EDGEWOOD OIL, INC.	VEHICLE MAINT SUPPLIES	933.00
EFTPS - FED,FICA,MEDICARE	FED/FICA TAX	20,181.29
ELM USA	EQUIP REPAIR/MAINT	14.00
ERIN LEARN: PETTY CASH	SUPPLIES	97.61
FAREWAY STORES	OPERATING SUPPLIES	504.61
FASTENAL COMPANY	OPERATING SUPPLIES	56.34
FOLEY, DOUG	REIMIB MILEAGE	69.12
FUCHS TRAFFIC TECHNOLOGY	TRAFFIC SIGNAL REPAIRS	2,000.00
GALE/CENGAGE LEARNING	LIBRARY MATERIALS	152.75
GRUNDY NATIONAL BANK	XMAS CLUB	515.00
HARLAND TECHNOLOGY SERVIC	CLOUD RECOVERY SERVICE	3,368.00
HAUSERS WATER CONDITION,	WATER SUPPLIES	20.00
HAWKINS, INC.	CHEMICALS	443.65
HERITAGE PRINTING	PRINTING/PAPER	703.12
HITECH COMMUNICATIONS, LLC	AIRPORT MAINTENANCE	150.00
IA DIV OF LABOR SERVICES	BOILER INSPECTION	80.00
IA LIBRARY ASSOC	ANNUAL CONFERENCE	176.00
IA ONE CALL	ONE CALLS	70.20
IA PARK & REC ASSOC	ANNUAL DUES	50.00
IA PRISON INDUSTRIES	STREET SIGNS	89.00
IA RURAL WATER ASSOC	ANNUAL CONFERENCE	280.00
IA WORKFORCE DEVELOPMENT	ELEVATOR INSPECTION	175.00
INGLES, KRISTEN	REFUND SWIM LESSONS	70.00

INGRAM LIBRARY SERVICES,	LIBRARY MATERIALS	39.53
INTOXIMETERS	POLICE SUPPLIES	153.00
IPERS	IPERS	43,021.02
J & R SUPPLY, INC	SUPPLIES	762.75
JOHN DEERE FINANCIAL	SUPPLIES	444.21
KARR, LLC	SUPPLIES	454.68
KELTEK, INC	REPAIR/MAINT	1,198.71
KIRKWOOD COMMUNITY COLLEG	CONTINUING ED	205.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	21,993.62
KMCH	RADIO ANNOUNCEMENTS	708.33
KOCH BROTHERS, INC	COPIER MAINTENANCE	343.37
KRAMER, MILT L	MILEAGE REIMB	47.52
MANCHESTER AREA CHAMBER	CHAMBER BOARD MEETINGS	40.00
MANCHESTER CARQUEST	OPERATING SUPPLIES	418.62
MANCHESTER PIZZA RANCH	CONCESSIONS	174.00
MANCHESTER PRESS	PUBLICATION EXPENSE	1,262.67
MANCHESTER SIGNS	SIGNS	671.00
MATT PARROTT	WATER BILLS	862.77
MGIA - IA CHAPTER	INVESTIGATIONS TRAINING	150.00
MIDWEST TAPE	LIBRARY MATERIALS	103.11
MIKE'S LANDSCAPING & LAWN	MOWING CONTRACT	125.00
MYERS-COX CO	CONCESSIONS	1,683.40
NEWTON VALVE SERVICE DIV	HOTEL LIFT STATION REPAIR	493.48
OVERDRIVE	6497-112448467-083116	991.85
PALMER HARDWARE	SUPPLIES	974.00
PETERS LAW OFFICE	LEGAL FEES	970.00
PITNEY BOWES	POSTAGE REFILL	1,210.22
PITNEY BOWES	POSTAGE	318.00
POSTMASTER	POSTAGE PERMIT FEE	215.00
QUILL	OFFICE SUPPLIES	149.18
RADIO COMMUNICATIONS, INC	RADIO/PAGER SERVICE	4,925.79
RAY O'HERRON, INC	PD: UNIFORM	8,729.28
REGIONAL MEDICAL CENTER	DRUG/ALCOHOL TESTING	30.00
RIVER CITY STONE	STONE	921.29
S & D SUPPLY, LLC	OPERATING SUPPLIES	64.85
SCHMITZ, JULIE A	MILEAGE REIMB	55.25
SCHROEDERS CASH SUPPLY	BUILDING SUPPLIES	448.09
SCHUMACHER ELEVATOR CO, I	ELEVATOR MAINTENANCE	152.70
SIMON'S LAWN CARE & MAINT	MOWING	4,540.34
SOLUTIONS MANAGEMENT GROU	PRINTER MAINT	183.23
STANDARD AUTO PARTS	OPERATING SUPPLIES	510.90
STATE HYGIENIC LABORATORY	TESTING	701.00
STATE LIBRARY OF IOWA	LIB CLASS	40.00
IOWA DEPT OF REVENUE	SALES TAX	5,966.79
SUNSHINE BOY WINDOW CLEAN	BUILDING MAINT	44.00
T & W GRINDING	COMPOST CONTRACT	8,250.00
TEAMSTERS LOCAL 238	UNION DUES	347.00
THREE RIVERS FS	FUEL	3,867.83
TRANS-IOWA EQUIPMENT	GUTTER BROOM	1,607.19
TREASURER STATE OF IOWA	STATE TAX	3,269.00
TRUMBLEE, DAVID	REIMB TRAVEL & CONF	34.40
ULTRAMAX AMMUNITION	AMMUNITION	312.80

UNITY POINT CLINIC-OCCUPA	DRUG/ALCOHOL TESTING	37.00
UPS	UEMSI RETURN	186.51
USA TODAY	SUBSCRIPTION	294.45
VANTAGE TRANSFER AGENTS-3	ICMARC	758.08
VERIZON WIRELESS	MOBILE DATA	520.27
VINTON TROPHY & AWARDS	HERO HUSTLE MEDALS	85.60
VOGEL TRAFFIC SERVICES	PAVEMENT MARKING	2,177.75
WALMART COMMUNITY/RFCSELLC	SUPPLIES	1,309.07
WELLMARK	HEALTH INS	5,013.09
WEST DELAWARE HIGH SCHOOL	HIGH SCHOOL YEARBOOK	45.00
WINDSTREAM	PHONE & INTERNET	265.81
PAYROLL CHECKS		53,118.22
TOTAL ACCOUNTS PAYABLE		286,008.01
	FUND TOTALS	
	GENERAL	183,000.21
	HOTEL MOTEL TAX	725.18
	STREET EQUIPMENT RESERVE	15,184.00
	ROAD USE TAX	30,209.99
	EMPLOYEE BENEFITS	95.00
	TAX INCREMENT FINANCING	16.34
	TIRRILL TRUST	922.69
	PARK GIFT & TRUST	2,195.67
	LIBRARY GIFT & TRUST	419.14
	DOWNTOWN INCENTIVE	56.62
	STREET PROJECTS	40.01
	WATER	25,746.45
	SEWER	27,396.71
	TOTAL	286,008.01

Public Hearing on proposed Development Agreement with Joe Hildebrand/Bailey Drive Estates, LLC, including annual appropriation tax increment payments in an amount not to exceed \$161,000 Mayor Kramer opened the Public Hearing at 5:05pm.

Joe Hildebrand reviewed his plans for construction of condominiums along Bailey Drive, noting they will be constructed in phases. Mr. Hildebrand discussed with the Council the proposed development agreement and the incentives the City is offering. With the size of the investment he is making, he would like a longer commitment from the City as he doesn't want to have to come back to the Council as each phase develops.

Wayne Burkle, 113 Bailey Drive, addressed the Council in support of the proposed project.

The Council discussed the development agreement with Mr. Hildebrand, commenting that they want to work with developers on projects but also noting that cities are somewhat restricted by what Iowa tax increment financing law allows.

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

Motion by Stelken, seconded by Struble to postpone action on the Development Agreement with Joe Hildebrand until the October 10, 2016 meeting. Motion carried, all ayes.

Public Hearing on the proposed sale of the vacated alley described as: that portion of the alley 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

Mayor Kramer opened the Public Hearing at 5:13pm.

City Clerk Erin Learn informed the Council that the public hearing was a requirement in order for the City to be able to sell the vacated alley. The City is working with adjacent property owners to finalize the documents needed to sell the vacated alley.

There being no public comments to be heard and no written comments on file, Mayor Kramer closed the Public Hearing at 5:15pm.

R-090-2016 Resolution Approving Change Order #1 (Whitewater Park Structure 3.5 Modification)
Motion by Poynor, seconded by Sherman to adopt R-090-2016 Resolution Approving Change Order #1 (Whitewater Park Structure 3.5 Modification). Motion carried, all ayes.

Construction Project Updates

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

Reports

The Council congratulated Mayor Milt Kramer on his induction into the Iowa League of Cities Hall of Fame.

The Council expressed their appreciation for the effort put for by City Staff in responding to the recent flood event.

The Council reviewed the correspondence received.

Closed Session (**REMOVED FROM AGENDA**)

Motion by Stelken, seconded by Behnken to adjourn the meeting at 5:27pm. Motion carried, all ayes.

Attest:

Milt L. Kramer, Mayor

Erin Learn, City Clerk