

Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, August 8, 2022

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

Roll call of members present: Mary Ann Poynor, Bill Scherbring, Linda Schmitt, Tania Bradley. Absent: Dean Sherman.

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

Public Input

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None.

Consent Agenda

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- 3.1 Approval of the minutes of the July 25, 2022 City Council meeting and the August 1, 2022 Committee of the Whole meeting
- 3.2 R-096-2022 Resolution Approving Bills
- 3.3 Downtown Incentive Grant Applications: Interior Grant in the amount of \$7,500.00, Facade Grant (North) in the amount of \$2,380.00, and Facade Grant (West) in the amount of \$1,260.00 for Jackie Mormann for the property at 101 South Franklin Street
- 3.4 Acknowledge receipt of unpaid nuisance snow removal and approve the certification to the Delaware County Treasurer for collection on property taxes
- 3.5 R-097-2022 Resolution Authorizing Fund Transfers for the Fiscal Year Ending June 30, 2022
- 3.6 R-098-2022 Resolution Waiving Right to Review Plat
- 3.7 Approve the request of the Hero Hustle Committee to use Schram Park for the Hero Hustle Sprint Triathlon on August 28, 2022
- 3.8 Ordinance 005-2022 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, regarding Disorderly Conduct with a Motor Vehicle, first consideration and adoption
- 3.9 Motion to approve working with the Sand County Foundation to develop a Memorandum of Understanding with the Iowa DNR for Nutrient Reduction Offsets
- 3.10 R-099-2022 Resolution Approving Change Order #6 for the East Main Street Improvement Project
- 3.11 Approve Pay Estimate #5 in the amount of \$252,794.81 to Pirc-Tobin Construction, Inc for the East Main Street Improvement Project
- 3.12 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the Council. Motion by Scherbring, seconded by Schmitt to approve the Consent Agenda. Motion carried, all ayes.

Bills approved for payment

VENDOR	DESCRIPTION	AMOUNT
ACE ELECTRIC	GENERATOR REPAIR	984.69
ADVANTAGE ARCHIVES	SCANNING	615.00
AMAZON CAPITAL SERVICES	SUPPLIES	609.38
AMERICAN BANKERS INS CO	FLOOD INSURANCE	7,789.00
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	723.87
BOUBIN TIRE & AUTOMOTIVE	FD VEHICLE MAINT/REPAIR	1,123.40
BSN SPORTS	RECREATION SUPPLIES	27.00

CITY LAUNDERING	BUILDING MAINT SUPPLIES	144.95
CITY OF MANCHESTER	COMPLEX WATER	803.40
CRUMPTON, HANNAH	SOCCER INSTRUCTOR	450.00
DEL CO ECONOMIC DEVELOPMENT	DEL CO TOURISM ANNUAL CONTRIB	15,000.00
DEL CO PLUMBING	MAINTENANCE/REPAIR	3,775.00
DEL CO RECORDER	AIRPORT LAND ACQUISITION	57.60
DOLAN INSURANCE AGENCY	INSURANCE	151.00
DON & WALT	REPAIR/MAINTENANCE	528.30
ECIA	HUD GRANT LOCAL MATCH	3,200.00
EDGEWOOD OIL	VEHICLE OIL/SUPPLIES	114.00
ELISABETH MARY PAPE	MUSIC ON THE MAQUOKETA	1,200.00
FAREWAY STORES	CONCESSION SUPPLIES	61.14
FEHR GRAHAM	ENGINEERING FEES	8,326.00
HILL, JAMES	AIRPORT LAND ACQUISITION	36,200.00
IA DEPT OF AG & LAND STEWARD	ASE 1678	75.00
IA DEPT OF NATURAL RESOURCES	NPDES PERMIT	210.00
IA DEPT OF REVENUE	SALES TAX	7,013.07
IOWA ONE CALL	LOCATES	86.50
J & R SUPPLY	WTR/SWR SUPPLIES	180.00
JOHN DEERE FINANCIAL	PARTS/SUPPLIES	469.07
KROGMANN, JEROME	PAY #6: MEADOW PARK FOURTH	148,298.25
LANDSCAPES BY CHILDS PLAY	LANDSCAPE MATERIALS	510.00
LEARN, ERIN	MILEAGE REIMBURSEMENT	211.31
LIBRARY IDEAS	DIGITAL MATERIALS	44.95
LYNCH DALLAS PC	LEGAL SERVICES	363.00
MAINSTAY SYSTEMS	NETWORK MAINTENANCE	600.00
MANCHESTER MOTOR SUPPLY	AUTO PARTS	160.82
MANCHESTER SIGNS	HERO HUSTLE BANNER	90.00
MASTERPIECE CLEANING	CITY HALL/PD/AIRPORT CLEANING	1,200.00
MEARDON SUEPPEL & DOWNER	LEGAL FEES	1,849.05
MIDWEST PATCH HI-VIZ SAFETY	STREET SIGNS	737.75
MUNICIPAL SUPPLY	WTR/SWR SUPPLIES	710.00
NORTHERN BALANCE & SCALE	CALIBRATION SERVICES	195.00
O'CONNEL BROOKE	SOCCER INSTRUCTOR	450.00
ORKIN EXTERMINATION	EXTERMINATION SERVICES	725.76
PAYROLL CHECKS	PAYROLL CHECKS	82,851.93
PETERS & LONGMUIR PLC	AIRPORT LAND ACQUISITION	200.00
PITNEY BOWES	POSTASGE INK	169.98
POSTMASTER	POSTAGE	881.42
PREMIER PARTS	PARTS/SUPPLIES	127.85
RADIO COMMUNICATIONS	REPAIR/MAINT	110.20
REGIONAL MEDICAL CENTER	EMPLOYEE PHYSICALS	512.00
RELIANT FIRE APPARATUS	FIRE EQUIPMENT	141.91
RIVER CITY STONE	ROCK/STONE	383.11
SAUNDERS, NICK	LIB PROGRAM	100.00
SCHWAN'S HOME SERVICE	CONCESSIONS/RTE10504	618.01
SENSUS METERING SYSTEMS	ANNUAL METER SUPPORT CONTRACT	1,949.94
STOREY KENWORTHY	POOL SHOWER ROOM SUPPLIES	116.90

SUE'S FLOWER & GARDEN CENTER	LANDSCAPE PLANTS/MATERIALS	22.52
SUPREME GREEN	MOWING CONTRACT	4,632.60
T & W GRINDING	COMPOST CONTRACT	7,500.00
THREE RIVERS FS COMPANY	EAST MAIN STREET PROJECT	264.00
TYLER TECHNOLOGIES	SOFTWARE CONVERSION	4,830.00
VISION SERVICE PLAN	INSURANCE	639.30
WELLMARK	INSURANCE	29,124.42
	TOTAL	381,239.35
	FUNDS	
	GENERAL	135,703.22
	HOTEL MOTEL TAX	16,200.00
	ROAD USE TAX	12,119.05
	EMPLOYEE BENEFIT	26,622.20
	PARK GIFT & TRUST	189.80
	LIBRARY GIFT & TRUST	455.69
	SUBDIVISION PROJECTS	149,036.00
	STREET PROJECTS	6,415.00
	WATER FUND	14,736.76
	WATER CAPITAL PROJECT	2,175.00
	SEWER FUND	17,586.63
	TOTAL FUNDS	381,239.35

#### Videotaping City Council Meetings - Mayor Jeff Jacque, City of Dyersville

Dyersville Mayor Jeff Jacque discussed with the Council how the Dyersville City Council meetings are videotaped and posted to their website for the public to view. Mayor Jacque informed the Council that they have been videotaping their meetings for about ten years and it has worked very well for them, allowing the public the opportunity to view the meetings.

Items discussed with Mayor Jacque included the initial cost to set up, when the videotaped meetings are available to watch, and how long they are available. Mayor Behnken thanked Mayor Jacque for the information he provided and for taking time to attend the meeting.

#### Airport Discussion

Mayor Behnken informed the Council that resident Jeff Ogden had requested time to talk with the City Council about the proposed airport expansion. Mayor Behnken noted she had invited Eric Johnson with Kirkham Michael and Airport Committee members Pat Schmitz and Jim Fisher to provide information on the airport and the proposed airport expansion.

Jeff Ogden referred the Council to a letter he had provided them with questions and concerns he had regarding the expansion at the airport. Mr. Ogden discussed his questions and concerns with the Council and those present at the meeting.

Eric Johnson, Kirkham Michael, explained the process for the land acquisition at the airport and discussed the development at the airport over the years and the FAA funding the City receives.

Pat Schmitz, Airport Committee member, provided the Council with information on the National Plan of Integrated Airport Systems (NPIAS) and the work that the City and the Airport Committee did to become

a NPIAS airport. Mr. Schmitz explained the funding that becomes available to airports when they receive the NPIAS status and discussed the economic impact of the airport for the community.

#### Grand Avenue Trail Extension Project

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City Manager Vick informed the Council that the City has been awarded Transportation Alternative Program funds in the amount of \$250,000 to be used toward the Grand Avenue Trail Extension Project.

Following discussion, motion by Poynor, seconded by Scherbring to adopt Resolution Approving Contract with Regional Planning Affiliation 8 (RPA 8) for Transportation Alternative Program (TAP) funds for the Grand Avenue Trail Extension Project. On call of roll: Ayes: Poynor, Scherbring, Bradley. Nays: Schmitt. Motion carried.

#### Construction Project Updates

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Sam Ertl, Fehr Graham, and Jason Wenger, Burrington Group, updated the Council on construction projects in the City.

#### Reports

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City Council and staff reports were given.

Motion by Schmitt, seconded by Bradley that the meeting adjourn at 6:11pm. Motion carried, all ayes.

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Connie Behnken, Mayor

Attest:

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Erin Learn, City Clerk