

Minutes the Regular Meeting of the City Council of the City of Manchester
Monday, August 22, 2022

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

Roll call of members present: Dean Sherman, Mary Ann Poynor, Bill Scherbring, Linda Schmitt, Tanya Bradley.
Absent: None.

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

Public Input

None.

Consent Agenda

- 3.1 Approval of the minutes of the August 8, 2022 City Council meeting
- 3.2 R-101-2022 Resolution Approving Bills
- 3.3 Acknowledge Receipt of City Reports & Minutes: July 2022 Wastewater IDNR Report; minutes of the July 14, 2022 Library Board meeting; minutes of the August 15, 2022 Parks & Recreation Commission meeting
- 3.4 Liquor License Applications: New Application for On Premise Class C Liquor License with Sunday Sales for The Gathering Place Event Center LLC at 1711 North 2nd Street; Renewal Application for Off Premise Class C Beer Permit with Sunday Sales for Kwik Star #790 at 1000 West Main Street
- 3.5 Downtown Incentive Grant Payment: Facade Grant in the amount of \$1,416.67 to Donna Reeder for her property at 304 East Main Street
- 3.6 R-102-2022 Resolution Amending Salary Resolution
- 3.7 Review the decision of the Board of Adjustment to approve the request of Ron & Apryl Mortenson, for property located at 804 North Franklin Street, for an exception to City Code Section 165.06(6.2) "Site Development Regulations" to reduce the rear yard setback requirement of 30 feet to 20 feet to allow for an addition to the existing garage on the property
- 3.8 Review the decision of the Board of Adjustment to deny the request of Michael Manson, for property located at 1211 North 2nd Street, for a variance to the City Code Section 165.06(6.2) "Site Development Regulations" to reduce the front yard setback requirement of 25 feet to 10 feet to allow for the construction of a front porch addition to the existing house on the property
- 3.9 Review the decision of the Board of Adjustment to approve the request of Darrel Rich, for property located at 920 East Main Street, for a variance to the City Code Section 165.15(15.2) "Site Development Regulations" to reduce the rear yard setback requirement of 30 feet to 13.5 feet to allow for an addition to the existing home on the property
- 3.10 R-103-2022 Resolution Approving Minor Subdivision
- 3.11 Ordinance 005-2022 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa, regarding Disorderly Conduct with a Motor Vehicle, second consideration and adoption
- 3.12 Approve Pay Estimate #1 in the amount of \$5,545.15 to Connolly Construction, Inc for the Stormwater Wetlands Project
- 3.13 R-104-2022 Resolution Approving Change Order #7 for the East Main Street Improvement Project
- 3.14 Approve payment of claims totaling \$7,082.25 to Fehr Graham for engineering services
- 3.15 Approval of the Consent Agenda

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

Bills approved for payment:

Vendor Name	Description	Amount
ACCENT LASER	TONER	149.90

AFLAC	AFLAC TAXABLE	545.49
ALLIANT ENERGY	ELECTRICITY	20,819.65
AMAZON CAPITAL SERVICES	SUPPLIES	185.34
AMERICAN RED CROSS	LIFEGUARD RECERTIFICATION	492.00
AXON ENTERPRISE	TASER SUPPLIES	306.84
BAKER & TAYLOR BOOKS	LIB MATERIALS	1,059.31
BARD MATERIALS	CONCRETE	2,610.01
BARRON MOTOR	VEHICLE MAINTENANCE	104.92
BASE	SELF INSURANCE ADMIN	108.00
BECKER ELECTRIC,	BUILDING MAINTENANCE	821.37
BURGIN TREE SERVICE	TREE REMOVAL	500.00
CENGAGE LEARNING	LIB MATERIALS	36.78
CITY OF MANCHESTER FLEX	MED FLEX	803.31
COLLECTION SERVICE CENTER	CHILD SUPPORT	173.53
CONRAD CONSTRUCTION	FD MAINTENANCE 2022 APR-JUNE	375.00
D & S PORTABLES	SOCCER FIELD RR	145.00
DEL CO SOLID WASTE COMMISSION	LANDFILL REPORT	1,025.90
DELHI LUMBER	REBAR	394.20
DUBUQUE FIRE EQUIPMENT	PD FIRE EXTINGUISHER MAINTENANCE	127.00
EASTERN IA ASPHALT MAINTENANCE	FD PAVEMENT LEVELING	845.64
EFTPS FED FICA MEDICARE	FEDERAL WITHHOLDING	23,151.94
ERIN LEARN	MILEAGE REIMB	161.63
FAREWAY STORES	CONCESSIONS SUPPLIES	187.01
GEORGEN AUTO	PD VEHICLE MAINTENANCE	649.20
GRUNDY NATIONAL BANK	CHRISTMAS CLUB	410.00
HAUSERS WATER SYSTEMS	CHEMICALS D45	20.00
HAWKINS	CHEMICALS	1,538.52
HERITAGE PRINTING	ENVELOPES	301.12
IA DEPT OF REVENUE	STATE TAXES	3,599.04
IA DEPT OF TRANSPORTATION	SIGN POSTS/ANCHORS	1,924.00
IA WALL SAWING	LIB MAINTENANCE	3,100.00
INGRAM LIBRARY SERVICES	LIB MATERIALS	135.55
IPERS	IPERS	13,689.81
J'S AUTO	VEHICLE MAINTENANCE #6	122.88
KAMMILLER TREE SERVICE	TREE REMOVAL	2,700.00
KAY PARK REC	MEMORIAL BENCH	1,537.60
KEYSTONE LABORATORIES	ANNUAL SLUDGE TESTING	597.25
KLUESNER SANITATION	SOLID WASTE GARBAGE CONTRACT	24,994.80
KMCH	PR RADIO ADS	768.00
LANGE TECH	SCADA	19,813.15
MANCHESTER SIGNS	HERO HUSTLE SIGNS	240.00
MAQUOKETA RIVER WMA	FY 23 MEMBERSHIP FEE	7,597.00
MASTERPIECE CLEANING	MAINTENANCE	880.00
MIDWEST TAPE HOOPLA	HOOPLA SUBSCRIPTION	627.29
OELWEIN PUBLISHING	DEL CO FACT BOOK	310.00
OPG-3	LASERFICHE MAINTENANCE CONTRACT	1,170.00
OVERDRIVE	LIB BRIDGES EBOOK FEE	1,363.65
PETERS & LONGMUIR PLC	LEGAL FEES	850.00
PIRC TOBIN CONSTRUCTION	PAY EST #5 E MAIN PROJECT	252,794.81
QUILL CORPORATION	PD SUPPLIES	68.12
RADIO COMMUNICATIONS	PD RADIO SUPPLIES	139.60

RENAISSANCE RESTORATION	OVERPAY ROF-22-0241	5.00
RICHARD MCCRABB	MOWING CONTRACT	240.00
RIVER CITY STONE	BASE STONE	645.74
SCHMITZ JANITORIAL SUPPLY	JANITORIAL SUPPLIES	685.20
SCHWAN'S HOME SERVICE	CONCESSIONS	467.17
STATE HYGIENIC LABORATORY	LAB TESTS	355.50
SUPREME GREEN	MOWING	561.00
TECHNICOM	DISPATCH PHONE LINE SERVICE	152.00
THE PENWORTHY COMPANY	LIB MATERIALS	99.80
THE POWDER SHOP	TIRRILL PARK ART PROJECT	500.00
THREE RIVERS FS	FUEL/FERTILIZER	7,654.25
TRAINING SERVICES OF NE IOWA	LIFEGUARD INSTRUCTOR RECERT	300.00
TYLER TECHNOLOGIES	ODE CONVERSION	8,715.00
US CELLULAR	FD MOBILE DEVICE	44.48
VANTAGE TRANSFER AGENTS	RETIREMENT	932.04
VERIZON WIRELESS	PD MOBILE DATA	280.25
VOYA	VOYA	1,957.00
WALMART	SUPPLIES	482.89
WELLMARK	HEALTH/DENTAL INSURANCE	3,037.37
WINDSTREAM	PHONE/INTERNET	703.44
WOODWARD COMMUNICATIONS	PUBLICATIONS	620.01
	TOTAL	425,509.30
	Fund	
	001 - GENERAL	106,754.97
	003 - HOTEL/MOTEL TAX	1,078.00
	110 - ROAD USE TAX	13,625.14
	112 - EMPLOYEE BENEFITS	108.00
	168 - PARK GIFT & TRUST	1,817.55
	171 - LIBRARY GIFT & TRUST	162.14
	309 - STREET IMPROVEMENT	2,330.90
	324 - STREET PROJECTS	253,058.81
	600 - WATER	32,288.28
	610 - SEWER	14,285.51
	TOTAL	425,509.30

Shelly Park Redevelopment Project - Larry Kurtz, Align Architecture & Planning

Larry Kurtz, Align Architecture & Planning, reviewed preliminary plans for the Shelly Park Redevelopment Project with the Council. Items discussed included: removal of the cottonwood tree, terracing, lighting, shelter, cost estimate, stairs, walkway, plantings, and electrical service. Mr. Kurtz will finalize plans based on the discussions and bring back to the City Council for approval.

Aquatic Center Repairs

Parks & Recreation Director Doug Foley reviewed repairs needed at the aquatic center with the City Council. The repairs needed include replacement of the lily pads and anchors and concrete repair/patching. Following discussion, motion by Bradley, seconded by Poynor to approve the replacement of three lily pads and install five new anchors and hardware at a cost of \$8,730.50 and proceed with the concrete repairs and patching at the aquatic center. Motion carried, all ayes.

Request for Special Exception to Livestock Restrictions

City Manager Vick informed the Council that Bruce Ratzlaff, 1009 Sherman Avenue, has requested permission to have four chickens at his property.

Motion by Sherman, seconded by Schmitt to approve the request of Bruce Ratzlaff to have up to four chickens and no roosters at his property at 1009 Sherman Avenues. Motion carried, all ayes.

Motion to authorize the City Manager to sign the "FAA Airport Improvement Program Grant Agreement 3-19-0137-007-2022" for Acquisition of Land at the Manchester Airport

City Manager Vick informed the Council that approval of this grant agreement would provide grant funding which would cover 90% of the cost of the purchase of the property from Jim Hill adjacent to the airport.

Motion by Scherbring, seconded by Sherman to authorize the City Manager to sign the "FAA Airport Improvement Program Grant Agreement 3-19-0137-007-2022" for Acquisition of Land at the Manchester Airport. On call of roll: Ayes: Scherbring, Sherman, Poynor, Bradley. Nays: Schmitt. Motion carried.

Construction Project Updates

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

Reports

City Council and staff reports were given.

Closed Session

Motion by Bradley, seconded by Scherbring to enter into closed session at 5:59pm pursuant to Iowa Code Section 21.5(1c) to discuss litigation. Motion carried, all ayes.

The Council returned to open session at 6:15pm.

Motion by Poynor, seconded by Bradley to authorize the Mayor to sign the "Authorization for Release of Attorney-Client Confidentiality. Motion carried, all ayes.

Motion by Scherbring, seconded by Poynor that the meeting adjourn at 6:16pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk