

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, September 26, 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, Tania Bradley.
Absent: None.

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

Public Input

Verla Tegeler, 160 Delhi Road, addressed the City Council expressing her support for video recording City Council meetings and making the videos available online for the public. Ms. Tegeler presented the City Council with a petition in support of televising City Council meetings as well as a listing of other cities who record their City Council meetings for public viewing and asked the City Council to consider televising their meetings.

Consent Agenda

3.1 Approval of the minutes of the September 12, 2022 City Council meeting

3.2 R-114-2022 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the September 19, 2022 Parks & Recreation Commission meeting

3.4 Liquor License Applications: Renewal Application for Off Premise Class C Beer Permit with Sunday Sales for E-Z Pickin's at 2210 State Highway 13

3.5 R-115-2022 Resolution Amending Salary Resolution

3.6 Downtown Incentive Grant Program Applications: Second Story Loan Application in the amount of \$10,000.00 for the Manchester Area Chamber of Commerce at 200 East Main Street and Facade Grant Application Amendment (North facade) in the amount of \$7,500.00 for the Bread Basket at 101 South Franklin Street

3.7 Approve Pay Estimate #20 in the amount of \$2,852.00 to Kirkham Michael for the Airport Land Acquisition & Easements Project

3.8 Ordinance 006-2022 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa by Amending Setback Requirements for Dog Kennels in Commercial Areas, second consideration and adoption

3.9 Motion to set October 24, 2022 at 5:00pm as the date and time for a Public Hearing on the proposed Franchise Agreement with Maquoketa Valley Rural Electric Cooperative

3.10 Approve Iowa Department of Transportation Application to Perform Work within State Highway Right-of-Way for Snow Pioneers Snowmobile Club

3.11 Approval of the Consent Agenda

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

Mayor Behnken the presented Police Officer Jared Coyle and Dispatcher Lisa Holtz with Life Saving Awards for their acts of heroism in saving a co-worker who was choking.

Bills approved for payment

Vendor	Description	Amount
AFLAC	PAYROLL WITHHOLDINGS	677.83

BARRON MOTOR INC	VEHICLE SUPPLIES	461.51
BLACK HILLS ENERGY	HEATING FUEL	2,407.86
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	948.75
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	173.53
CONNOLLY CONSTRUCTION INC	W MAIN WATER, WETLANDS PROJECTS	62,254.90
DEL CO SOLID WASTE COMMISSION	LANDFILL	1,020.00
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	22,569.20
FEHR GRAHAM	ENGINEERING SERVICES	8,163.75
GAZETTE COMMUNICATIONS,INC	SUBSCRIPTION	462.80
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	410.00
HEIMS AWARDS	DOWNTOWN INCENTIVE GRANT	497.00
IA DEPT OF REVENUE	PAYROLL WITHHOLDINGS	3,792.49
ILA/IASL	LIBRARY CONFERENCE REGISTRATION	270.00
IPERS	PAYROLL WITHHOLDINGS	14,220.74
JOHN DEERE FINANCIAL	SUPPLIES	253.83
KIRKHAM MICHAEL INC	PAY #19 AIRPORT LAND ACQ/EASEMENT	5,408.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	24,971.22
MASTERPIECE CLEANING	CLEANING	440.00
PIRC TOBIN CONSTRUCTION INC	PAY #6: EAST MAIN STREET IMPR	390,733.03
PITNEY BOWES	POSTAGE	202.17
THREE RIVERS FS	FUEL/FERTILIZER	8,039.84
US CELLULAR	MOBILE DATA/PHONE	44.48
VANTAGE TRANSFER AGENTS	PAYROLL WITHHOLDINGS	932.04
VERIZON WIRELESS	PD MOBILE DATA	280.13
VOYA	PAYROLL WITHHOLDINGS	2,007.00
WALMART	SUPPLIES	413.45
WELLMARK	HEALTH/DENTAL INSURANCE	3,004.18
WINDSTREAM	PHONE/INTERNET	913.27
	TOTAL	555,973.00
	FUND	
	001 - GENERAL	76,322.38
	110 - ROAD USE TAX	10,332.38
	171 - LIBRARY GIFT & TRUST	14.58
	302 - DOWNTOWN/COMMERCIAL INCENTIVE	497.00
	310 - STORM WATER/WQI PROJECTS	11,345.85
	324 - STREET PROJECTS	397,115.78
	600 - WATER	4,379.06
	602 - WATER CAPITAL IMPROVEMENTS	52,426.05
	610 - SEWER	3,539.92
	TOTAL	555,973.00

NICC Manchester Center - Wendy Mihm-Herold and Jodi Ehlers

Wendy Mihm-Herold, Northeast Iowa Community College (NICC), addressed the City Council regarding the activities of the NICC Center in Manchester and thanked the City for their continued support of the Manchester Center. Ms. Mihm-Herold also introduced Jodi Ehlers, the new Manchester Center Director.

Jodi Ehlers, Manchester Center Director, discussed with the City Council her background and the plans they have for community/business/industry outreach.

Airport Land Acquisition

City Manager Vick informed the City Council that Midwest Right of Way Services had reached an impasse with two property owners they were working with for land acquisition at the airport. The City Council discussed the options for acquiring the property, the need for the land, FAA funding, the amount of land proposed for acquisition, and future development at the airport. The City Council asked City Attorney Jim Peters to provide them with a report on their options for the land acquisition.

Video Recording City Council Meetings: Review Estimates, Acknowledge Receipt of Petition

City Manager Tim Vick referred the City Council to proposals he had received from Jumbo Visual Projections and Superior Technology Services which both provided options for recording equipment for the City Council Chambers.

The City Council reviewed the proposals and discussed options for video recording City Council meetings, including utilizing Zoom and broadcasting on YouTube. The City Council also acknowledge receipt of the petition in support of televising City Council meetings. The City Council directed City Staff to continue to investigate options for recording meetings.

Request to Vacate Plat of Wilson's Manchester Commercial Park Subdivision

Motion by Poynor, seconded by Bradley to set October 24, 2022 at 5:00pm as the date and time for a Public Hearing on the Vacation of Plat of Wilson's Manchester Commercial Park Subdivision. Motion carried, all ayes.

Construction Project Updates

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

Reports

City Council and staff reports were given.

Motion by Scherbring, seconded by Sherman that the meeting adjourn at 6:13pm. Motion carried, all ayes.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk