

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, October 24, 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.

East Buchanan Students Sam Cook and Graham Erickson and West Delaware Students Casey Fisher and Tyrus Werner introduced themselves.

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

Public Input

None.

Consent Agenda

3.1 Approval of the minutes of the October 10, 2022 City Council meeting

3.2 R-124-2022 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the September 8, 2022 Library Board meeting; September 2022 Wastewater IDNR Reports; minutes of the October 10, 2022 Forestry Committee meeting

3.4 Liquor License Applications: Renewal Application for On Premise Class C Liquor License with Outdoor Service for American Legion Post #45 at 206 North Franklin Street; Renewal Application for On Premise Class C Liquor License with Catering, Outdoor Service, and Sunday Sales for Delaware County Fair Society at 200-400 East Acers Street; Renewal Application for On Premise Class B Beer Permit with Outdoor Service and Sunday Sales for Franklin Street Brewing Company at 116 South Franklin Street

3.5 R-125-2022 Resolution Amending Salary Resolution

3.6 Downtown Incentive Grant Program Application: Facade Grant Application Amendment (East facade) in the amount of \$7,500.00 for the Bread Basket at 101 South Franklin Street

3.7 Downtown Incentive Grant Program Payments: Design Assistance Grant in the amount of \$2,000.00 and Acquisition Assistance Grant in the amount of \$474.50 to Jackie Mormann for the property at 101 South Franklin Street

3.8 R-126-2022 Resolution Approving Final Plat

3.9 R-127-2022 Resolution Approving Street Lighting Agreement with Maquoketa Valley Electric Cooperative for the West Commercial Subdivision

3.10 R-128-2022 Street Lighting Resolution (Jerry Lane)

3.11 R-129-2022 Street Lighting Resolution (Oakview Estates)

3.12 Approve Pay Estimate #21 (Final) in the amount of \$7,130.00 to Kirkham Michael for the Airport Land Acquisition & Easements Project

3.13 R-130-2022 Resolution Approving Fourth Amendment to Water Tower & Ground Space Lease Agreement between Iowa RSA No. 12 Limited Partnership and the City of Manchester

3.14 Approval of the Consent Agenda

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

Bills approved for payment:

Vendor	Description	Amount
ACCENT LASER	PD INK CARTRIDGE	234.85

AFLAC	PAYROLL WITHHOLDINGS	677.83
ALIGN ARCHITECTURE & PLANNING	SHELLY PARK DESIGN	3,742.00
ALISON HEGLAND	ILA CONFERENCE TRAVEL EXPENSE	375.80
AMAZON BUSINESS	SUPPLIES	872.87
AMERICAN CONCRETE PUMPING	WWPARK WATER MAIN COVER	1,031.90
A-TEC RECYCLING	LIGHTBULB/ELECTRONIC RECYCLING	330.81
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	359.72
BARD MATERIALS	AQUATIC CENTER REPAIR, STREET REPAIRS	2,507.39
BARRON MOTOR	REPAIR/MAINTENANCE SUPPLIES	1,005.15
BECKER ELECTRIC	BALLAST REPLACEMENT	710.52
BLACK HILLS ENERGY	HEATING FUEL	1,353.70
BLUE VALLEY PUBLIC SAFETY	SIREN REPAIR	1,155.53
CARRICO AQUATIC RESOURCES	POOL MAINTENANCE SUPPLIES	1,397.31
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	948.75
CITY OF MANCHESTER SPORTS COMPLEX	COMPLEX WATER/SEWER	190.36
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	173.53
CONNOLLY CONSTRUCTION	PAY #3: STORM WATER WETLANDS PROJECT	176,036.13
CONNOLLY CONSTRUCTION	PAY #2: W MAIN WATER MAIN REPLACEMENT	81,498.25
CONNOLLY CONSTRUCTION	LEXTRON MANHOLE SEALS	4,325.00
CONRAD CONSTRUCTION	FIRE DEPT CLEANING	375.00
DEL CO SOLID WASTE COMMISSION	LANDFILL: SEPTEMBER 2022	1,022.90
DOG WASTE DEPOT	DOG STATIONS & SUPPLIES	666.85
DON & WALT	PARTS & SUPPLIES	154.88
DOUG FOLEY	MILEAGE REIMBURSEMENT	143.75
EDGEWOOD BUILDING CENTER	SUPPLIES	727.27
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	24,110.55
ERIN LEARN PETTY CASH	REIMBURSE PETTY CASH	88.82
FARBER BAG & SUPPLY COMPANY	SUPPLIES	340.00
FAREWAY STORES	MAINTENANCE SUPPLIES	63.67
FEHR GRAHAM	ENGINEERING FEES	9,429.75
FIRESIDE PUB & STEAKHOUSE	REFUND LIQUOR LICENSE (FIRESIDE)	154.37
GEORGEN AUTO	MAINTENANCE/REPAIR	609.80
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	410.00
HAUSERS WATER SYSTEMS	D45 CHEMSCAN WATER	40.00
HAWKINS	CHEMICALS	1,298.07
HERITAGE PRINTING	PAPER, SUPPLIES	173.69
IA DEPT OF REVENUE	STATE TAXES	3,843.94
IA DIV OF LABOR SERVICES	LIBRARY BOILER REINSPECTION	95.00
IA WATER ENVIRONMENT ASSOC	2022 ANNUAL CONFERENCE REGISTRATION	105.00
IPERS	PAYROLL WITHHOLDINGS	14,037.59
J & R SUPPLY	WATER SUPPLIES	2,430.09
KLUESNER CONSTRUCTION	WATER MAIN STREET REPAIR (HANSEL ST)	600.00
KLUESNER SANITATION	SEPTEMBER 2022 GARBAGE/RECYCLING	24,983.01
LANDSCAPES BY CHILDS PLAY	FIRE DEPT GROUNDS	75.00
LANGE TECH	LIFT STATION IMPROVEMENTS	6,569.02
LIBRARY IDEAS	LIBRARY MATERIALS	46.95
MANCHESTER SIGNS	PARK SIGN	42.75
MASTERPIECE CLEANING	CLEANING	880.00
MES FIRE MUNICIPAL EMERG SVCS	BREATHING APPARATUS PARTS	1,769.93

MIDWEST TAPE/HOOPLA	LIBRARY MATERIALS	68.97
MISSIONSQUARE	PAYROLL WITHHOLDINGS	932.04
NAGLE SIGNS	SIGN REMOVAL: INSURANCE REIMB	850.00
PETERS & LONGMUIR	LEGAL FEES	850.00
PIRC TOBIN CONSTRUCTION	PAY #7: EAST MAIN STREET PROJECT	259,224.20
PLAYTIME	AQUATIC CENTER LILY PAD REPAIRS	7,920.50
RIVER CITY STONE	ROCK/SAND	1,216.36
RUNDE AUTO GROUP	STREET DEPT TRUCK: 2022 FORD F150	38,234.23
RYDELL OF INDEPENDENCE	WATER TRUCK REPAIR	119.84
STATE HYGIENIC LABORATORY	LAB TESTS	433.00
STETSON BLDG PRODUCTS	POOL CAULK	279.70
STOREY KENWORTHY	SUPPLIES	158.81
SUPREME GREEN	FIRE/LIBRARY GROUNDS MAINT	181.00
TYLER BUSINESS FORMS	IRS FORMS	348.69
TYLER TECHNOLOGIES	SOFTWARE CONVERSION	2,913.75
UEMSI/HTV	ROOT CUTTER	396.81
VERIZON WIRELESS	PD MOBILE DATA	280.17
VISA	MONTHLY VISA PAYMENT	15.00
VOYA	PAYROLL WITHHOLDINGS	2,007.00
WEIKERT CONTRACTING	STRIPED EDGE LINE AND CENTER LINE	6,102.46
WELLMARK	PAYROLL WITHHOLDINGS	2,348.36
	TOTAL	699,095.94
	Fund Summary	
	001 - GENERAL	88,396.57
	021 - STREET EQUIPMENT RESERVE	38,135.00
	110 - ROAD USE TAX	11,905.27
	169 - LORA STEWART TRUST	58.66
	171 - LIBRARY GIFT & TRUST	246.15
	307 - WHITEWATER/RIVERFRONT PARK PROJECTS	3,742.00
	310 - STORM WATER/WQI PROJECTS	176,036.13
	324 - STREET PROJECTS	265,871.38
	600 - WATER	10,119.19
	602 - WATER CAPITAL IMPROVEMENTS	88,075.40
	610 - SEWER	9,941.17
	612 - SEWER CAPITAL IMPROVEMENTS	6,569.02
	Total	699,095.94

Public Hearing on proposed Franchise Agreement with Maquoketa Valley Rural Electric Cooperative (MVREC)
Mayor Behnken opened the Public Hearing at 5:05pm.

City Manager Vick reviewed the proposed franchise agreement with the Council.

There being no written comments on file and no oral comments to be heard, Mayor Behnken closed the Public Hearing at 5:07pm.

Motion by Bradley, seconded by Scherbring to adopt R-131-2022 Resolution Adopting Revenue Purpose Statement for the Use or Expenditure of Maquoketa Valley Rural Electric Cooperative Franchise Fee Revenues for the City of Manchester. Motion carried, all ayes.

Motion by Sherman, seconded by Schmitt to proceed with the first consideration and adoption of Ordinance 008-2022 An Ordinance Granting Non-Exclusive Electric Utility Franchise to Maquoketa Valley Rural Electric Cooperative by adding a New Section Establishing Terms and Conditions of the Grant of Franchise. Motion carried, all ayes.

Public Hearing on the Petition to Vacate Plat filed by Jerome A. Krogmann & Rose A. Krogmann

Mayor Behnken opened the Public Hearing at 5:09pm.

City Manager Vick reviewed the request with the Council, noting the Krogmanns own all of the parcels within the plat they've requested be vacated.

There being no written comments on file and no oral comments to be heard, Mayor Behnken closed the Public Hearing at 5:10pm.

Motion by Poynor, seconded by Sherman to adopt R-132-2022 Resolution Vacating Plat of Wilson's Manchester Commercial Park Subdivision. Motion carried, all ayes.

Utility Rate Increases

Motion by Scherbring, seconded by Bradley to proceed with the second consideration of Ordinance 007-2022 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by Amending Provisions Pertaining to Utility Rates. Motion carried, all ayes.

Police Hallway Remodel

Police Chief Hauschild reviewed the request to remodel the hallway with the Council, referencing the memo included in the City Council packet. Motion by Poynor, seconded by Bradley to approve the police hallway remodel project at an estimated cost of \$6,890.94 as requested by Police Chief Jim Hauschild. Motion carried, all ayes.

Update on Video Recording City Council Meetings

City Manager Vick updated the Council on research he'd done on camera options for recording City Council meetings. The Council discussed the alternatives, camera options, costs, room set-up, and maintenance of the recordings.

Construction Project Updates

Jason Wenger, Burrington Group, and Sam Ertl, 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 Schmitt to enter into Closed Session at 5:32pm pursuant to Iowa Code Section 21.5(1c) to discuss litigation. Motion carried, all ayes.

The Council returned to open session at 5:49pm.

Motion by Bradley, seconded by Poynor that the meeting adjourn at 5:50pm. Motion carried, all ayes.

Attest:

Connie Behnken, Mayor

Erin Learn, City Clerk