

Minutes of the Regular Meeting of the City Council of the City of Manchester  
Monday, August 28, 2023

Mayor Behnken called the meeting to order at 5:00pm. The meeting began with the Pledge of Allegiance.

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

Motion by Poynor, seconded by Bradley to approve the agenda as presented. On call of roll: Ayes: Poynor, Bradley, Sherman, Scherbring, Schmitt. Nays: None. Motion carried.

Public Input

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None.

Consent Agenda

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3.1 Approval of the minutes of the August 14, 2023 Regular City Council meeting

3.2 R-074-2023 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the June 8, 2023 Library Board meeting

3.4 Liquor License Applications: Renewal Application for On Premise Class C Retail Alcohol License for The Gathering Place Event Center at 1711 North 2nd Street; Renewal Application for Off Premise Class B Retail Alcohol License for Kwik Star #790 at 1000 West Main Street

3.5 Approve Special Event Application of Riverbend Pub & Grill for Combat Vets Chapter 39 Event to be held on July 13, 2024

3.6 Ordinance 006-2023 An Ordinance Amending the Code of Ordinances of the City of Manchester, Iowa, by amending Section 57.02(1) Procedure for Declaration of Potentially Vicious Dog - third consideration and final adoption

3.7 Ordinance 007-2023 An Ordinance Fixing & Establishing Grades on Several Streets as listed in the is Ordinance in the City of Manchester, Iowa - third consideration and final adoption

3.8 Ordinance 008-2023 An Ordinance Amending the Code of Ordinances for the City of Manchester, Iowa by Amending Chapter 113 "Use of Public Right-of-Way" - second consideration and adoption

3.9 Motion to set September 25, 2023 at 5:00pm as the date and time for a Public Hearing on the Voluntary Annexation Applications of Margaret Earlene Houlihan Revocable Trust & Eastern Iowa Pumping, Inc.

3.10 R-075-2023 Resolution Approving Lease Agreement with Lynn Wilson for property at 700 East Union Street

3.11 R-076-2023 Resolution Approving Sludge Hauling Contract

3.12 R-077-2023 Resolution Authorizing Fund Transfers for the Fiscal Year Ending June 30, 2023

3.13 Approval of the Consent Agenda

Mayor Behnken reviewed the items on the Consent Agenda with the City Council. Motion by Schmitt, seconded by Scherbring to approve the Consent Agenda. On call of roll: Ayes: Schmitt, Scherbring, Sherman, Poynor, Bradley. Nays: None. Motion carried.

Bills approved for payment:

Vendor	Description	Amount
ACCENT LASER	PD PRINTER INK	209.85
ACCESS SYSTEMS LEASING	AIRPORT WIRELESS POINT	354.49
AFLAC	PAYROLL WITHHOLDINGS	656.71
ALLIANT ENERGY	ELECTRICITY	19,987.60
AMAZON BUSINESS	SUPPLIES	920.35
AMERICAN RED CROSS	LIFEGUARD CLASS	42.00
ANDERSON WELDING	SHELLY PARK ELEC BOXES	247.08
BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	257.02

BARD MATERIALS	CONCRETE SUPPLIES	349.21
BLACK HAWK AUTOMATIC SPRINKLER	POOL BACKFLOW TEST	245.00
BLACK HILLS ENERGY	HEATING FUEL	2,069.68
BOUBIN TIRE & AUTOMOTIVE	TIRE DISPOSAL	12.00
BROWWINICK LAW	AIRPORT LEGAL SERVICES	1,755.00
CEDAR & SALT MARKETING CO	MARKETING/WEBSITE	5,000.00
CHEMSEARCH	FIRST AID KITS.POOL	461.72
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	948.75
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	173.53
COMELEC SERVICES,	RADIO COMMUNICATION PARTS	1,748.25
DEMCO	LIBRARY MATERIALS	239.78
DES MOINES REGISTER	LIBRARY SUBSCRIPTION	493.51
DOLAN INSURANCE AGENCY	FREIGHTLINER INSURANCE	739.00
DON & WALT	REPAIRS	851.28
DUBUQUE FIRE EQUIPMENT	FIRE EXTINGUISHER SERVICE	82.50
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	23,683.68
ENGINEERED EQUIPMENT SOLUTIONS	WWTP BELTS	431.03
FAREWAY STORES	SUPPLIES	219.57
FEHR GRAHAM	ENGINEERING FEES	22,701.50
FIRE SERVICE TRAINING BUREAU	FIREFIGHTER 1 TESTING	50.00
FL KRAPFL	INTAKE & PIPE WORK	40,277.27
FLEX FIT STUDIO	DOWNTOWN GRANT: 208 W MARION	2,470.92
GEORGEN AUTO	VEHICLE MAINTENANCE	91.82
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	410.00
HAUSERS WATER SYSTEMS	DI WATER	20.00
HAWKINS	CHEMICALS	1,710.28
HEIMS AWARDS	DOWNTOWN GRANT: 121 E MAIN	3,472.46
IA DEPT OF REVENUE	SALES/PAYROLL TAXES	3,252.90
IA LEAGUE OF CITIES	ANNUAL DUES	2,983.00
INDULGE	SUPPLIES	132.00
IPERS	PAYROLL WITHHOLDINGS	13,953.49
J & R SUPPLY	LOCATOR	7,190.00
KLUESNER FLOORING	PD OFFICE	1,208.48
KLUESNER SANITATION	PD OFFICE	56.07
LENZ'S COLLISION CENTER	PARK TRUCK REPAIR	2,910.27
LL PELLING CO	HI PERFORMANCE MIX	491.25
MAQUOKETA VALLEY ELECTRIC	STREET LIGHTING	154.04
MASTERPIECE CLEANING	CLEANING	800.00
MISSIONSQUARE	PAYROLL WITHHOLDINGS	944.62
MR CONSTRUCTION (RICK RAVE)	GAZEBO RELOCATION & CONCRETE	15,584.00
PIZZA RANCH	CONCESSIONS, LIBRARY SUPPLIES	240.97
PRICE INDUSTRIAL ELECTRIC	LIB AIR CONDITIONER	997.95
QUILL CORPORATION	OFFICE SUPPLIES	77.33
RIVER CITY STONE	STREET MAINT, TRAILS	564.52
SCHLEE & SOMMERS ELECTRIC	EXHAUST FAN CONCESSION STAND	224.23
SCHWAN'S HOME SERVICE	POOL CONCESSIONS	189.37
SUPREME GREEN	NUISANCE MOWING	60.00
VERIZON WIRELESS	PD MOBILE DATA	280.09
VOYA	PAYROLL WITHHOLDINGS	2,132.00
WELLMARK	HEALTH/DENTAL INSURANCE	2,954.65
WELTER STORAGE EQUIPMENT	OFFICE DESK/CHAIR	2,198.00

WINDSTREAM	PHONE/INTERNET	697.96
ZANGERLE REPAIR	LEAF BLOWER REPAIR	73.50
	TOTAL	193,733.53
	Fund Summary	
	Fund	Amount
	001 - GENERAL	65,901.73
	003 - HOTEL/MOTEL TAX	5,000.00
	110 - ROAD USE TAX	32,779.31
	167 - TIRRILL TRUST	3,900.00
	168 - PARK GIFT & TRUST	173.94
	171 - LIBRARY GIFT & TRUST	39.75
	301 - CAPITAL PROJECTS	997.95
	302 - DOWNTOWN/COMMERCIAL INCENTIVE	5,943.38
	307 - WHITEWATER/RIVERFRONT PARK	11,684.00
	308 - BIKEWAY/WALKWAY PROJECTS	349.21
	310 - STORM WATER/WQI PROJECTS	471.20
	320 - SUBDIVISION PROJECTS	13,807.80
	324 - STREET PROJECTS	22,701.50
	600 - WATER	16,919.53
	610 - SEWER	12,687.66
	612 - SEWER CAPITAL IMPROVEMENTS	376.57
	TOTAL	193,733.53

#### Airport Expansion Project

Motion by Sherman, seconded by Bradley to set September 25, 2023 at 5:00pm as the date and time for a Public Hearing on the Airport Expansion Project. On call of roll: Ayes: Sherman, Bradley, Poynor, Scherbring. Nays: Schmitt. Motion carried.

#### Construction Project Updates

Jason Wenger, Burrington Group, updated the Council on construction projects in the City.

#### Reports

City Council and staff reports were given.

Motion by Schmitt, seconded by Sherman that the meeting adjourn at 5:20pm. On call of roll: Ayes: Schmitt, Sherman, Poynor, Scherbring, Bradley. Nays: None. Motion carried.

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Connie Behnken, Mayor

Attest:

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Erin Learn, City Clerk