

Minutes of the Regular Meeting of the City Council of the City of Manchester
Monday, January 22, 2024

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

Roll call of members present: Joe Dittrick, Mary Ann Poynor, Bill Scherbring, Linda Schmitt, Bryan Gray.
Absent: None.

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

Public Input

Jim Fisher, 200 Seeley Street, addressed the City Council expressing support for the airport and asked the City Council to meet with the City's Airport Committee to ensure they have all the information before taking action on the airport capital improvements.

Consent Agenda

3.1 Approval of the minutes of the January 8, 2024 Regular City Council meeting and the January 15, 2024 City Council Work Session

3.2 R-011-2024 Resolution Approving Bills

3.3 Acknowledge Receipt of City Reports & Minutes: minutes of the December 14, 2023 Library Board meeting

3.4 Liquor License Applications: Renewal Application for Off Premise Class E Retail Alcohol License for Liquor Tobacco & Vape at 316 East Main Street; New Application for 5 Day Special Class C Retail Alcohol License for Lucky Wife Wine Slushies for an event at The Gathering Place, 1711 North 2nd Street, on April 13, 2024

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

3.6 Approval of the Fire Department Officers for 2024: Kevin Graybill, Fire Chief; Randy Rattenborg, Assistant Fire Chief; Todd Nylund, 1st Captain; Mark Fink, 2nd Captain; Matt Wieser, 1st Lieutenant; Jimmy Gelwicks, 2nd Lieutenant; Chris Cook, Safety Officer; Matt Wieser, Medical Officer; Brian McWilliams, Secretary; Kyle Topping, Treasurer

3.7 Approve payment of claims totaling \$1,638.50 to Fehr Graham for engineering services

3.8 Approval of the Consent Agenda

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

Bills approved for payment:

Vendor	Description	Amount
ACCENT LASER INC	TONER	349.80
ACE BODY SHOP LLC	REPAIR DAMAGED POLICE CAR	6,338.55
ACUMEN ADVISORS	COBRA/BENEFITS ADMINISTRATION	1,220.00
AFLAC	PAYROLL WITHHOLDINGS	708.73
ALLIANT ENERGY	ELECTRICITY	17,163.36
AMAZON BUSINESS	SUPPLIES	226.64
AMERICAN RED CROSS	RED CROSS LEARN TO SWIM ENROLLMENT	300.00
ARNOLD MOTOR SUPPLY LLP	VEHICLE SUPPLIES	3.47

BAKER & TAYLOR BOOKS	LIBRARY MATERIALS	809.62
BREHME DRUG INC	PD SUPPLIES	7.02
BSN SPORTS	VOLLEYBALLS	192.00
CEDAR & SALT MARKETING CO	MARKETING/WEBSITE	2,500.00
CITY LAUNDERING INC	RUG MAINTENANCE	77.28
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	1,061.71
COLLECTION SERVICE CENTER	PAYROLL WITHHOLDINGS	404.29
DAVID TRUMBLEE	REIMBURSE SUPPLIES	22.00
DEL CO SOLID WASTE COMMISSION	MONTHLY LANDFILL CHARGES	1,027.80
DON & WALT LLC	PARTS/BUILDING MAINTENANCE	58.13
EASTERN IA PUMPING INC	SKIDLOADER SNOWBLOWER/TRAILS	1,400.00
EASTERN IA PUMPING INC	WESTSIDE ESTATES DEVELOPMENT AGREEMENT	458,167.31
EFTPS FED FICA MEDICARE	PAYROLL WITHHOLDINGS	28,760.79
ENGINEERED EQUIPMENT SOLUTIONS	WASTEWATER PLANT PARTS	747.45
FAREWAY STORES INC	SUPPLIES	6.96
FASTENAL COMPANY INC	SUPPLIES	200.94
GRUNDY NATIONAL BANK	PAYROLL WITHHOLDINGS	390.00
GUTTENBERG MUNICIPAL HOSPITAL	SUSPECT EXAM	173.70
HAUSERS WATER SYSTEMS INC	DI WATER FOR CHEMSCAN	20.00
HONEY CREEK FURNITURE & FLOORING	DOWNTOWN INCENTIVE FACADE GRANT	2,087.84
IA DEPT OF PUBLIC SAFETY	PD TELETYPE	1,914.00
IA DEPT OF REVENUE	SALES/PAYROLL TAXES	4,194.94
IA LIBRARY ASSOC	MEMBERSHIP	130.00
IA ONE CALL	LOCATES	59.40
IACP	2024 MEMBERSHIP	190.00
IPERS	PAYROLL WITHHOLDINGS	17,157.45
J & R SUPPLY INC	METER COUPLINGS, SEWER PLUGS	705.00
JENNIFER LOEB	LIBRARY PROGRAM: MARCH 21, 2024	275.00
JULIE KEMP	CPR TRAINING	50.00
KEY CITY METAL WORKS	SHELLY PARK PROJECT PAVILION	24,350.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING CONTRACT; LANDFILL FEE	25,800.95
LYNCH DALLAS PC	DISPATCH LEGAL FEES	270.00
MAGAZINE SUBSCRIPTION SERVICE	LIBRARY MAGAZINE SUBSCRIPTIONS	519.27
MANCHESTER AREA CHAMBER	AWARD BANQUET	175.00
MANCHESTER FIRE ASSOCIATION	REIMB SUPPLIES, TRAINING	276.84
MANCHESTER SIGNS LLC	FIRE UNIFORM DECALS	6.00
MAQUOKETA VALLEY ELECTRIC COOP	STREET LIGHTING	148.89
MASTERPIECE CLEANING	CUSTODIAL	800.00
MID STATES ORGANIZED CRIME INC	MEMBERSHIP DUES	100.00
MIDWEST TAPE LLC/HOOPLA	LIBRARY SUBSCRIPTION	820.55
MILESTONES GROUP	DOWNTOWN INCENTIVE FACADE GRANTS (3)	11,945.47
MISSIONSQUARE	PAYROLL WITHHOLDINGS	952.18
OPENING SPECIALISTS INC	CITY HALL GARAGE MAINTENANCE	1,307.72
OVERDRIVE	LIBRARY MATERIALS	418.86
POSY PLACE FLORAL & GIFTS	RETIREMENT	50.00
PRICE ELECTRIC INC	AIRPORT, WASTEWATER PLANT MAINT	1,342.20
RITE ENVIRONMENTAL	USED OIL FILTERS PICK-UP	65.00
SCHMITZ JANITORIAL SUPPLY	PARKS RESTROOM SUPPLIES	583.20

SCHUMACHER ELEVATOR INC	ELEVATOR MAINTENANCE	190.88
STATE INDUSTRIAL PRODUCTS	LIFT STATION MAINT	326.20
TERMINAL SUPPLY CO	SHOP SUPPLIES	425.92
THE FISH SHACK	LIB MAINTENANCE	75.00
UNITY POINT CLINIC	HEARING TESTS	384.75
US CELLULAR	FD MOBILE DATA	44.48
VOYA	PAYROLL WITHHOLDINGS	1,832.00
WALMART	SUPPLIES	228.12
WELLMARK	HEALTH/DENTAL INSURANCE	2,631.78
WERTJES UNIFORMS	POLICE UNIFORMS NEW OFFICER	129.75
WINDSTREAM	PHONE/INTERNET	1,412.19
GRAND TOTAL		626,714.38
Fund Summary		
Fund		Amount
001 - GENERAL		99,651.68
003 - HOTEL/MOTEL TAX		2,500.00
110 - ROAD USE TAX		9,824.39
112 - EMPLOYEE BENEFITS		1,220.00
171 - LIBRARY GIFT & TRUST		17.07
302 - DOWNTOWN/COMMERCIAL INCENTIVE		14,033.31
307 - WHITEWATER/RIVERFRONT PARK		24,350.00
320 - SUBDIVISION PROJECTS		458,167.31
600 - WATER		4,440.52
610 - SEWER		12,510.10
Grand Total		626,714.38

2024 East Main Street Improvement Project

Mayor Behnken opened the Public Hearing on the proposed plans, specifications, form of contract and estimate of cost for the 2024 East Main Street Improvement Project at 5:06pm. Ryan Wicks, Fehr Graham, explained the project scope, estimates and timeline. There being no further comments to be heard and no written comments on file, Mayor Behnken closed the Public Hearing at 5:08pm.

Motion by Poynor, seconded by Scherbring to adopt R-012-2024 Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the 2024 East Main Street Improvement Project. On call of roll: Ayes: Poynor, Scherbring, Dittrick Nays: Schmitt. Abstentions: Gray. Motion carried.

Ryan Wicks, Fehr Graham, reviewed the bids received for the project with the City Council. There were seven bids received with Top Grade Excavating submitting the low bid of \$1,344,449.00. The Council discussed tabling the award of bid until a decision is made on the special assessments for the project.

Motion by Dittrick, seconded by Schmitt to table R-013-2024 Resolution awarding contract for the 2024 East Main Street Improvement Project until a decision is made on the special assessments. On call of roll: Ayes: Dittrick, Schmitt, Gray. Nays: Scherbring, Poynor.

Grand Avenue Extension Project

Mayor Behnken opened the Public Hearing on the proposed plans, specifications, form of contract and estimate of cost for the Grand Avenue Extension Project at 5:13pm. Jason Wenger, Burrington Group, explained the project scope, estimates and timeline. Curt Meiner, 702 East Howard Street, asked what the goal of the extension was. City Manager Vick responded that the project would connect Fairview Drive to Acers Street and would provide an alternate route, noting that the City had also been awarded a grant to place a trail/walkway along the extension. There being no further comments to be heard and no written comments on file, Mayor Behnken closed the Public Hearing at 5:18pm.

Motion by Poynor, seconded by Scherbring to adopt R-014-2024 Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Grand Avenue Extension Project. On call of roll: Ayes: Poynor, Scherbring. Nays: Dittrick, Gray. Motion failed.

No action was taken on the bids received for the project or Resolution R-015-2024 Resolution awarding contract for the Grand Avenue Extension Project due to the failure of Resolution R-014-2024.

Airport Capital Improvement Projects

Council Member Dittrick informed the City Council that he, along with Council Members Schmitt and Gray, had requested this item be added to the agenda so a vote could be taken on stopping the expansion projects at the airport so no further funds are expended on this.

Discussion was held on the agenda item including: the opposition to the project, the use of eminent domain, the cost of the airport, other infrastructure needs in the City, closing the airport, implications with the FAA if the airport is closed or projects not completed, potential need to repay funds received to the FAA, ongoing maintenance costs at the airport, airport hangar owners, waiting to take action until all the details can be considered, the history of the expansion project, economic development impact of the airport, need for transparency, support for the project, neighboring communities, the future of the airport, finding common ground and working together.

Motion by Scherbring, second by Poynor to table action on the airport capital improvements until the City Attorney has time to prepare information for the City Council on the implications. On call of roll: Ayes: Scherbring, Poynor. Nays: Dittrick, Schmitt, Gray. Motion failed.

Motion by Dittrick, seconded by Gray to stop the expansion projects at the airport. On call of roll: Ayes: Dittrick, Gray, Schmitt. Nays: Poynor, Scherbring. Motion carried.

Garbage Rate Increase

City Manager Vick informed the City Council that per the contract with Kluesner Sanitation, the City's rate for garbage and recycling increased as of January 1, 2024. The City Council will need to review the rates charged for garbage and recycling collection as part of the budget discussions to determine an increase amount.

R-016-2024 Resolution Approving Voluntary Early Retirement Program Application

Motion by Dittrick, seconded by Schmitt to adopt R-016-2024 Resolution Approving Voluntary Early Retirement Program Application of Police Chief Jim Hauschild. On call of roll: Ayes: Dittrick, Schmitt, Poynor, Scherbring, Gray. Nays: None. Motion carried.

Clean Energy Districts of Iowa (CEDI) request for the City of Manchester to join a coalition to oppose Alliant Energy's proposed electric rate increase

Motion by Poynor, seconded by Dittrick to approve join the Clean Energy Districts of Iowa coalition opposing Alliant Energy's proposed electric rate increase and approving a financial commitment not to exceed \$8,500.00. On call of roll: Ayes: Poynor, Dittrick, Scherbring, Schmitt, Gray. Nays: None. Motion carried.

Sewer Truck Replacement

Motion by Dittrick, seconded by Gray to authorize the purchase of a replacement pickup for the Wastewater Department within the budgeted amount of \$35,000. On call of roll: Ayes: Dittrick, Gray, Poynor, Scherbring, Schmitt. Nays: None. Motion carried.

Construction Project Updates

None.

Reports

City Council and staff reports were given.

Motion by Gray, seconded by Schmitt that the meeting adjourn at 6:14pm. On call of roll: Ayes: Gray, Schmitt, Dittrick, Poynor, Scherbring. Nays: None. Motion carried.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk